



# Organizational Values Worksheet

**Values: the methods, themes, and cultural approaches you use to do your work**

## **Current Values (if you have them):**

### **Questions to Discuss:**

What words or phrases accurately describe the conduct, strategies, and programs of your organization?

What motivated the formation of your organization?

What do you want others to say about the way you go about doing your work?

### **Write Them Out:**

Using the words and phrases generated above, draft a few versions of a new or refined values statements for your organization - remember, values answer HOW the work is done. There is no set amount of values that you should have.

### **Review Your Values:**

Once you have a final draft, use the questions below to review and assess your values.

- Do they articulate the most clearly held beliefs of your organization?
- Are the values clearly defined, eliminating ambiguity about their meaning in relation to your work?
- Do the values inspire pride of association?
- Do they capture the distinctive nature and culture of your organization?

### **Guidelines:**

- Simple and concrete language
- Middle school reading level
- Avoid buzz words / jargon
- 20 words or less (or 1 sentence)
- No more than 1 word string (A, B, and C)
- Often appear as a list with clarifying definitions