



“My mission in life is not merely to survive, but to thrive; and to do so with some passion, some compassion, some humor, and some style.”

~ Maya Angelou

PERSONAL MISSION STATEMENT

A SIMPLE ROAD MAP THAT INCLUDES YOUR VALUES, VISION, PRIORITIES AND PURPOSE

If you want to live each day to the fullest, then you will need to think about what you really want out of your life and the principles and values that will guide your day-to-day decisions.

This worksheet is designed to help you create a personal mission statement (sometimes called a purpose statement), which can be a simple road map to help you live a happy and fulfilling life.

A personal mission statement provides clarity and gives you a sense of purpose. It defines who you are and how you will live. It is different from your goals; rather, it is what your goals are based on. It includes your values, vision, priorities and purpose in just a sentence or two.



AIM HIGH When deciding to create a personal mission statement, aim high. It must motivate you to stretch and become the very best version of you. If you merely strive to maintain the status quo, you'll hardly succeed in pushing yourself beyond where you are currently. Therefore, be sure include your vision of excellence and how you can meaningfully impact the lives of others by leveraging your knowledge, skills and abilities.



KEEP IT SHORT AND SWEET A personal mission statement or mantra is powerful. It can help prep you for adversity, reinvigorate you and help you feel empowered. Keep it simple. Think of who you are in a sentence or two, or even in just two words! For example, a personal mission statement could be, "Challenge accepted." It might seem silly to only have two words, but the key is to remember it and use it often.



BE HONEST WITH YOURSELF The key to a personal mission statement is to remember that it is, well, personal! It's for you, not others. With that in mind, be honest with yourself. Acknowledge what motivates you, be it money, altruism, recognition, care of family, love, passion, business success, legacy, or personal gain, etc. Be real with yourself. There are no wrong answers (unless, of course, your mission is immoral).

DEVELOPING YOUR PERSONAL MISSION STATEMENT

When you have a personal mission statement, it shows you the path to make your decisions each day, and it also gives you permission to say “no” to the things that are distractions. It is important to note that mission statements are not written in stone but, rather, change over time as you change with your life experiences. Change as often as you like! Here are the major components of a mission statement.

1. Values
2. Priorities
3. Vision
4. Purpose

VALUES AND PRIORITIES

Think about three people you admire and the traits they have that you think are important.







What are traits these people have that you admire?

Think of a cherished friend. What do you value most about him/her?

What do your friends seem to value most about you? What does your closest friend value about you?

Is there anything about yourself you value that your friends don't appear to see?

Describe five values that you hold dear in your heart and that play a major role in who you are.

1

2

3

4

5

PURPOSE

Think about the roles that you play in the lives of others—your friends, family, coworkers. It is ok to not know exactly what the word "role" means. Allow yourself to answer this naturally with your first inclination. Write down all the important roles you have in your life, whether you are happy with them or not.

Write down some things you are really good at.

Imagine who you want to become in this world and how you want to be remembered. Describe below.

Connect with those times in your life and career when you have felt like "this is what I am meant to do" as well as "this is how I am meant to be." There are golden nuggets inside those moments. Describe if you can.

How did you see yourself as a child? What did you dream of in terms of your purpose and identity?

VISION

Write down the 5 most important things that you want to accomplish in your life. Journal more if you'd like. For each, ask yourself "Why?" Understanding what drives you can give you a true "a-ha!" moment and help you create a meaningful mission statement to serve as your life's compass

1 _____

Why?

2 _____

Why?

3 _____

Why?

4 _____

Why?

5 _____

Why?

DRAFT YOUR MISSION STATEMENT

Remember your mission statement is meant to be a living document that may change over time as you change with your life experiences. Use this time to draft your mission statement. Be creative and ensure you are in a focused, mindful state. Circle back to this tomorrow after free-writing your mission statement if you'd like. You may ponder for a few days and re-write as you see fit. See if you can complete with 7 days.

1. Values
2. Priorities
3. Vision
4. Purpose

Here is a formula you can use if you want. It may help get you started. It is not essential to use this however.

"I am ___ (nouns that describe your values and priorities)___ and my mission in life is to ___(action words that describe your purpose, desired impact)___ in order to ___(your purpose and/or legacy)___.

Here are some personal mission statements to use as examples.

"To live life with integrity and empathy, and be a positive force in the lives of others." — Amy Ziari

"To be a teacher. And to be known for inspiring my students to be more than they thought they could be."
— Oprah Winfrey

"To have fun in my journey through life and learn from my mistakes." — Sir Richard Branson

"To serve as a leader, live a balanced life, and apply ethical principles to make a significant difference."
— Denise Morrison, CEO of Campbell Soup

"To use my gifts of intelligence, charisma, and serial optimism to cultivate the self-worth and net-worth of women around the world." — Amanda Stienberg, Founder of Dailyworth.com

"Improve lives. The concept of improving lives runs through the center of everything I do." — Will Smith

"I shall not fear anyone on Earth. I shall fear only God. I shall not bear ill will toward anyone. I shall not submit to injustice from anyone. I shall conquer untruth by truth. And in resisting untruth, I shall put up with all suffering." — Mahatma Gandhi

"Stop walking through the world looking for confirmation that you don't belong. You will always find it because you've made that your mission. Stop scouring people's faces for evidence that you're not enough. You will always find it because you've made that your goal. True belonging and self-worth are not goods; we don't negotiate their value with the world. The truth about who we are lives in our hearts. Our call to courage is to protect our wild heart against constant evaluation, especially our own." (*this isn't a true mission statement, however I like how it essentially describes the need for one*) — Brene Brown, PhD