

Define & Live Your Values Bundle

PREVIEW

[Get access to the complete bundle here](#)

Your complete foundation for living aligned, intentional, and confident.

Inside this bundle you will find three powerful tools that build on each other, from discovering your values to practicing them daily, and finally anchoring them in a personal mission statement.

1. The Values Finder Toolkit

What it does: Helps you discover and define your true values, then begin to live by them.

What's inside:

- Peak & Pit exercises to reveal what really matters.
- Everyday clues and narrowing tools to identify your 3–5 core values.
- Reflection prompts and printables, including decision filters and a 7-day experiment.

The shift you'll feel: From “I don't know what my values are” → to “I have a clear compass I can use every day.”

Why it matters: This is the foundation. You'll go from fuzzy and abstract to clear and defined.

2. Living Your Values in Daily Decisions (Mini-Guide)

What it does: Moves you from clarity into real-world practice. This is about using your values in the moment of choice.

What's inside:

- Common decision traps (urgency, peacekeeping, external expectations) and how to avoid them.
- Everyday scenarios with guided examples for work, relationships, and time.
- Scripts for saying yes and no without guilt.
- A 7-day decision challenge to put everything into practice.

The shift you'll feel: From "I know my values" → to "I can confidently use them to make decisions at work, in relationships, and with my time."

Why it matters: This is the practical companion. It helps you apply your values when life gets noisy and pressure is high.

3. Design Your Personal Mission Statement (Workbook)

What it does: Anchors your values into one guiding line — your personal north star.

What's inside:

- Step-by-step guidance for drafting a mission statement.
- Four style options (role-based, story-driven, principle-centered, metaphor-based).
- Prompts for testing, refining, and simplifying until it feels natural.

- A one-page Mission Map you can pin, save, or carry with you.

The shift you'll feel: From "I live my values day-to-day" → to "I have a clear mission that keeps me focused when life gets noisy."

Why it matters: This is the capstone. It ties together clarity (Toolkit) and practice (Mini-Guide) into a single statement of purpose you can return to again and again.

Why These Three Belong Together

On their own, each tool is valuable. But together, they form a complete system:

- **Toolkit = clarity** (discover and define)
- **Mini-Guide = practice** (apply and act)
- **Mission Statement = anchor** (direct and sustain)

With this bundle, you won't just *know* your values you'll live them with clarity, confidence, and direction.

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Step into MORE: clarity in your choices, confidence in your voice, and direction that feels truly yours.

The Values Finder Toolkit

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Introduction: Why This Toolkit Exists

There is a reason values show up everywhere in my work. They are the foundation under every other choice you make. Without them, “living with purpose” becomes a slogan. Self-authorship turns into theory. Even confidence wobbles, because if you do not know what matters most to you, how do you know which voice to trust?

Your values are more than nice words on a page. They are the filter you use to answer questions like:

- *Do I say yes to this opportunity, or protect my time?*
- *Am I choosing this because it matters to me, or because it will keep the peace?*
- *Does this decision move me closer to the life I want, or further away?*

Why a Toolkit and Not Just a Guide

Our free guide you may have already read showed you the basics like how to spot your values in everyday situations and begin writing them down. That was the start. This toolkit takes you further. Here, you will find:

- **Deeper exercises** like the Peak & Pit method with printable templates to map your moments.
- **Card sorts and trackers** you can cut out, use, and return to.
- **Decision filters** you can carry with you, so values become part of your everyday choices.
- **Reflection practices** to help you notice when you drift, and reset gently.

- **A 7-day experiment** that gives you a real-world test drive of living by your values.

This is not just about defining values once and moving on. It is about learning to use them as daily anchors and decision tools. They become a compass you can return to when life feels noisy.

What Makes This Work Different

This toolkit is built on the belief that values are only useful if they show up in your **actions**. That is why you will be asked to:

- Track when you honor your values and when you don't.
- Translate them into **small, repeatable habits**.
- Test them in the places that challenge you most (work, relationships, time, energy).
- Revisit them when life shifts, so they grow with you.

Values are not a rulebook. They are a compass. They help you reorient when you drift, and they give you a steady place to stand when everything else feels shaky.

By the end of this workbook, you will not just *know* your values. You will have practiced *living them* in the decisions you make, the daily habits you embrace and in the way you show up each day. This is your foundation. Once you are clear on your values, any other work you choose to do, e.g. self-authorship, living with purpose, emotional resilience and building self-confidence, finally has something solid to stand on.

Chapter 1: What Values Are (and What They Are Not)

Before you can define or live by your values, you need to understand what they actually are. Too often, people confuse values with goals, personality traits, or cultural “shoulds.” – they do not connect to real life. Values are your **personal compass**. They are not about who you think you should be, but about what makes you feel most aligned and steady.

What Values Are

- **Principles you choose to live by.** They act as guides when life gets messy.
- **Anchors for decisions.** Values help you filter what is for you and what is not.
- **Flexible and evolving.** They grow with you as seasons of life change.

Example: *Honesty* may be a value. In practice, it means having difficult conversations instead of avoiding them, or choosing transparency at work even when silence feels easier.

What Values Are Not

- **Goals.** Goals are specific outcomes (“run a 10K”). Values are the standards that shape how you pursue them (“growth,” “discipline,” or “health”).
- **Aspirations.** A value is not something that sounds good on paper but does not drive your behavior. (You may admire “adventure” but actually live by “security.”)
- **Inherited scripts.** Some values are handed down by family, culture, or workplace. They are not automatically yours until you choose them.

Common Traps to Watch For

1. Inherited Values

- Passed down from parents, culture, or institutions.
- Example: “Financial success is everything.” Does this genuinely matter to you, or is it just the air you grew up breathing?

2. Aspirational Values

- What you wish mattered to you but rarely act on.
- Example: You say you value “creativity” but cannot remember the last time you created anything.

3. Should Values

- Rooted in external expectations.
- Example: “I should value networking because everyone says it’s key to success.” But in practice, it drains you.

The key question for all three: **“Do I choose this, or was it chosen for me?”**

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Introduction: Why Living Your Values Is Harder Than Defining Them

Defining your values is powerful work. Once you have identified the principles that matter most to you, it feels like you have finally found a compass and you are clear on what matters. Yet when life gets noisy, when people are asking things of you, when opportunities or conflicts land in your lap, that compass is often forgotten. That's because ***living your values is harder than defining them.***

Why This Happens

1. Urgency beats importance.

In a world that rewards speed, the loudest demand usually wins. You know rest matters, but the urgent email grabs your attention first.

2. Peacekeeping over peace of mind.

Many of us were raised to avoid conflict, to be agreeable, to keep the peace. That means we sometimes sacrifice our values to avoid disappointing others.

3. External expectations.

Cultural scripts, workplace norms, and family pressures all whisper: *be responsible, be available, do what looks good.* Those whispers can drown out your inner compass. The result? You end up saying yes when you mean no. You push your needs aside. You make choices that feel fine in the moment but leave you restless, resentful, or out of alignment later.

The gap between *knowing your values* and *living them* shows up in these everyday choices.

Why This Guide Exists

This mini-guide is here to help you close that gap. It's not about long reflection exercises (those are available in the Values Toolkit). It's about practical, real-life application.

Inside, you will learn how to:

- Spot the common decision traps that pull you away from your values.
- Apply your values to everyday situations at work, in relationships, and with your time.
- Use ready-to-go scripts to say no without guilt, and yes without hesitation.
- Run a 7-day challenge to practice living your values in daily decisions with a tracker to keep you honest.

Think of this as your **field guide**: shorter, sharper, scenario-based. Something you can return to whenever you feel yourself drifting, unsure, or pressured into choices that don't sit right.

A Final Thought Before You Begin

Your values are not just words on a page. They are meant to show up in your decisions big and small. Every yes and no, every boundary, every commitment is a chance to either honor them or ignore them.

This guide is your practice ground, because your life is not defined by the values you *write down*. It's defined by the values you **act upon**.

Chapter 1: Common Decision Traps

Why Decisions Feel Harder Than They Should

Most of us make dozens of decisions every day. Some feel small like what to eat for lunch, whether to reply to a message now or later. Others feel bigger like whether to take on a new project, commit to a relationship, or say yes to an invitation.

And yet, even when you know your values, decisions often feel heavier than they should. That's because in the moment, you are not just weighing facts. You are battling hidden traps: urgency, peacekeeping, and external expectations.

When these traps pull you in, your values get drowned out. You end up saying yes when you meant no, holding back when you wanted to speak up, or rationalizing choices that don't sit right. Let's name the traps clearly, so you can spot them before they quietly steer you off course.

Trap 1: Urgency vs. Importance

Urgent things shout. Important things whisper.

A deadline, a phone notification, a last-minute request – these demand immediate attention. They feel impossible to ignore. But often, the urgent is not the same as the important.

Your value of *health* says: take a walk after lunch. The urgent ping of an email says: answer me now. Which wins? Usually the urgent request does unless you filter through your values.

Example:

Emma values *family*. She promised her daughter she would be home for dinner. But a last-minute request from her boss keeps her late. The urgent feels unavoidable, but the important – being present at dinner – is what truly matters.

How to Spot It: If you constantly feel busy but not fulfilled, you may be prioritizing urgency over importance.

Trap 2: Peacekeeping vs. Peace of Mind

Many women are taught early: don't rock the boat. Be agreeable. Keep others comfortable. The problem? Peacekeeping for others often comes at the cost of your own peace of mind.

Example:

Sophia values *honesty*. In a meeting, she disagrees with a colleague's idea but stays silent to avoid conflict. She "keeps the peace" but leaves the meeting unsettled, frustrated, and out of alignment with her values.

How to Spot It: If you leave conversations replaying what you *should have said*, you may be choosing external peace over internal peace.

Trap 3: External Expectations vs. Inner Compass

Cultural scripts, family rules, and workplace norms can shape our decisions more than we realize. Sometimes we follow them out of habit. Sometimes out of fear of judgment.

Example:

Leah values *freedom*. She dreams of starting her own small business, but her family

praises stability and steady paychecks. When she stays in a job that crushes her energy, she's honoring inherited expectations instead of her chosen value.

How to Spot It: If a decision feels "good on paper" but heavy in your gut, you may be following an expectation that isn't yours.

Exercise 1A — Spot the Traps

Think of one recent decision. Write it down. Then ask:

1. Did urgency steer me? (Did I choose the loudest demand over what mattered most?)
2. Did peacekeeping steer me? (Did I silence myself to keep others happy?)
3. Did expectations steer me? (Did I choose what others approve of instead of what feels aligned?)

Exercise 1B — The Pause Question

Before your next decision, pause and ask:

- *Is this choice aligned with my values, or am I reacting to a trap?*

Sometimes even naming the trap out loud, e.g. *"I'm about to say yes just to keep the peace"* is enough to stop it.

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Step into MORE: clarity in your choices, confidence in your voice, and direction that feels truly yours.

Bonus Workbook: Design Your Personal Mission Statement

Now that you have identified, defined, and practiced living your values, this bonus workbook helps you take one more step: writing a personal mission statement. Think of it as your **north star** – a short, clear reminder of how you want to live your values every day.

This bonus workbook is here to take you **one step further**.

- The Values Toolkit gave you your compass.
- The Daily Decisions guide helped you use it in real life.
- This Mission Statement workbook turns all of that into **one short, memorable north star** you can carry with you every day.

How to Use This Bonus

Work through these short chapters in order, using your values as the raw material. At the end, you will have:

- A clear personal mission statement in your own style.
- A one-page **Mission Map** you can pin, save, or carry with you.
- The confidence of knowing you have a guiding line that keeps your values alive in daily life.

This isn't about perfection. It's about creating a mission statement that feels natural, memorable, and true so you can live your values with even more direction.

Outline & Chapters

Introduction: Why Most Mission Statements Fail

- Purpose here: create a short north star rooted in **your values**.

Chapter 1: The Role of a Mission Statement

- What it is: north star, filter, reminder.

Chapter 2: Start With Your Values

- Values = raw material for mission.

Chapter 3: Picture Your Ideal Impact

- Move from values → vision (who, what, why).

Chapter 4: Choose a Style That Fits You

- Outline of different mission statement styles.

Chapter 5: Drafting Your Statement

- Step-by-step “I aim to...” templates.

Chapter 6: Testing in Real Life

- Mission statement must work under pressure.

Chapter 7: Refining & Revisiting

- A mission is a living document, not carved in stone.

Closing: Your Mission Map

- One-page template to print or pin.
- My 3 values → My mission statement → My why.
- Final reflection: “How do I want to use this statement daily?”

Bonus Tools (inside the bundle)

- **Examples Pack:** 5 sample mission statements (one per style).
- **5-Day Mission Statement Challenge:**

Position in the Toolkit Bundle

- **Values Toolkit** = main foundation (discover, define, practice values).
- **Living Your Values in Daily Decisions** = practical field guide (apply values in everyday choices).
- **Bonus Mission Statement Workbook** = optional but powerful next step (anchor values in one guiding line).

Introduction

If you have ever tried writing a mission statement before, you probably ended up with something that looked nice on paper but felt flat in practice. Why? Because most mission statements are:

- **Too stiff** – They sound like something from a corporate handbook.
- **Too aspirational** – They're written for who you think you should be, not who you actually are.
- **Too vague** – "I want to live my best life" sounds good, but doesn't help when you're making a hard decision.

A mission statement that works isn't about buzzwords. It's about clarity.

Why This Workbook Is Different

This workbook works with the Value Led Toolkit and is all about helping you create a personal mission statement that:

- **Sounds like you** (not a motivational poster).
- **Guides real decisions** (from daily choices to big transitions).
- **Evolves with you** (because your life will shift, and your mission can too).

By the end of this workbook, you will not only have a mission statement you can pin on your wall, you will have tested it, refined it, and proven it in real life.

This workbook won't give you "the perfect answer." It will give you something better: a mission statement that feels like yours, guides you when you're unsure, and evolves with you as your life unfolds.

Chapter 1: The Role of a Mission Statement

By now, you have likely done the hard work of clarifying your values. You know the principles that matter most. You have practiced living them in daily choices.

But here's what often happens:

- You get caught up in the noise of urgent tasks.
- You slip back into old habits or scripts.
- You forget to pause and check: *Am I really living by my values today?*

This is where a **personal mission statement** becomes powerful.

What a Mission Statement Really Is

A personal mission statement is:

- A **north star** → a sentence or two that points you toward what matters when life feels noisy.
- A **filter** → a quick way to test decisions: *Does this align with my mission?*
- A **reminder** → a visible anchor that keeps your values alive, not just written in a journal.

It is *not*:

- A slogan for others.
- A perfect "forever" statement.
- Something stiff, corporate, or lofty.

Instead, it is **your words, your values, your direction.**

Everyday Examples of Mission Statements in Action

- **Decision at work:** A promotion means more money but less freedom. Your mission statement says “I design my work to protect freedom and growth.” The filter becomes obvious: say no, even if others don’t understand.
- **Relationship choice:** You’re asked to keep quiet about something that doesn’t sit right. Your mission says “I honor honesty in every relationship.” You speak the truth, kindly.
- **Time use:** You’re invited to join another committee, but your mission is “I protect my energy so I can serve where it matters most.” You decline, without guilt.

Why This Matters

Your values give you the *raw material*. A mission statement pulls them into a **single guiding line**.

Think of it as:

- **Values = compass points.**
- **Mission statement = the headline of the map.**

Together, they stop you from drifting into choices that look good on paper but feel wrong in your body.

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