

My Vision and Mission

A personal vision statement is meant to **guide, inspire, and motivate the life and career of an individual**. It also defines the core values of an individual. The personal mission statements, meanwhile, are more focused on achieving the aims and smart goals of an individual and defining your purpose.

What Is a Personal Vision Statement?

- A personal vision statement is a clear, concise summary of your personal goals and dreams for the future. It serves as an anchor when life pulls you in different directions.
- It is also a guide for making decisions based on your values, and it helps you stay focused on the goals you want to achieve.
- The process of writing one compels you to think about the purpose of your life and how to achieve that.
- You will identify your most important guiding principles and describe how you intend to apply them to your life.

How to Write a Personal Vision Statement

Writing a personal vision statement begins with free writing. At this point, you simply ask yourself questions and write down whatever comes to mind. Do not impose any judgments at this point because you want to uncover your hopes and dreams for the future.

- List your personal strengths.
- List your personal weaknesses.
- Write down your core values. Your core values are the guiding principles of your life that help you determine your behavior, words, and actions.

It's essential to your personal evolution to take stock of your values on a regular basis, and then make the necessary changes to align your life with these most important core values (also called personal values).

Living in harmony with your core values creates a fertile environment for happiness, peace of mind, and success because you are living authentically without confusion, guilt, or shame.

Think about how your values should guide interactions with family, at work, and within your community.

Consider the best uses for your life energy based on your inner compass and values. (See attachment for list of potential core values.)

- Identify some specific goals that you want to pursue.
- Imagine the legacy of your purpose, goals, and actions.
- Examine your notes to see what jumps out as most important.
- Compose a paragraph that summarizes your priorities in the form of a vision statement.

It's important to keep your vision statement as a single paragraph. This way, you will be able to read it easily and frequently.

Personal Mission Statement

- A personal mission statement is your “life compass” that guides you, keeps you from “getting lost”, and helps you make tough decisions
- How to write a personal mission statement
 - Step 1 – *Get to know yourself*. List out your roles, personality, interests, passions, strengths, talents, skills, and values (LINK: Funeral Exercise)
 - Step 2 – *Write your personal mission statement*. Take what you’ve learned about yourself and your values and summarize it into one sentence. Then write out the important characteristics and roles involved in fulfilling your mission.
 - Step 3 – *Make yourself accountable*. Share you mission with as many people as possible and ask them to keep you accountable.
 - Step 4 – *Reflect and revise*. Schedule time to regularly reflect on how well you are following your mission. Brainstorm action items to help you stay on track. Update your mission statement as your values mature over time.
- You can write a separate mission statement for each area of your life (career, finance, health, etc.) ...or you can write one that covers everything.
- Do not get caught up on writing it the “right” way. There is no right way. All that matters is it helps you live according to YOUR unique values.