

Living a Purposeful Life and Leaving a Powerful Legacy



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For Coaches enrolled in CTA Coach Certification Programs, the self-awareness gained from this teleseries will help you to have greater insight into choosing a niche market that will be right and meaningful for you, faster and easier than before. This teleseries is not limited to CTA Coaches. If you know people outside of the coaching profession, who might benefit from the “Life Purpose and Legacy” course, please feel free to forward this information and invitation to them. CTA Certified Coaches and Coaches registered in current and upcoming CTA CCPs will receive a discounted course rate upon teleseries registration.

Make It So
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My Lifelong Learning Path includes:

LIVING A PURPOSEFUL LIFE and LEAVING A POWERFUL LEGACY

How to live your life on purpose, and create a legacy that will make the world a better place for generations to come.

Take this quick quiz to discover if you are living a purposeful, intentional life:

- Do you understand the meaning/purpose of your life?
- Are you currently living and working your life purpose?
- Do you have a personal mission statement?
- Can you name the top 5 values in your personal values system?
- Do you have a long-term vision of what you want/don't want your future life to look like?
- Can you define what holistic success means to you?
- Do you have a priority list for living your life?
- Is it important for you to leave behind something of value to others?
- Do you know what you want your legacy to be?
- Are your values, beliefs, attitudes and actions in your daily life consistently aligned with your life purpose, vision, and legacy?

If you answered "No" to any of the questions above, then participation in this teleclass series will change your life, and how you will live it, and love it, and savour every moment of it.

Intentional, purposeful living means having:

- a positive vision for your life, focused on living your life purpose;
- core beliefs and a values system which guide your decisions and behaviors;
- a personal code of ethics, where values are transformed into deliberate actions;
- integrity, where deliberate actions are consistently aligned to your values system;
- a mission statement and policies for living your best, values-based, purposeful life;
- the desire to make the world a better place now, and for generations to come;
- gratitude for all that you are, and all that you do and have.

My Lifelong Learning Path includes:

“LIVING A PURPOSEFUL LIFE and LEAVING A POWERFUL LEGACY”

OUTLINE – 6-Session Teleseries (75 - 90 minutes each)

SESSION 1 - WELCOME and INTRODUCTIONS

Discussion:

- Welcome & Overview of Teleseries,
- Discussion of Expectations;
- Get to Know One Another

Exercises:

- Personal SWOT Analysis
- Collage, and/or
- Mind Map;

SESSION 2 - WHO ARE YOU NOW? (How do you see yourself, and how do others see you?)

Discussion:

- Maslow’s Hierarchy of Needs
- Values Sort > Definitions of: Values, Integrity, Ethics, Code of Ethics and Legacy;
 - Universal Values.

Exercises:

- Choose 5 most important and 5 least important values from given list
- My Perfect day or holiday or vacation or weekend or marriage or legacy);

SESSION 3 - WHO DO YOU WANT TO BE? (Is there a difference between who you are now and how you want to be seen and/or remembered by others?)

- Review/feedback from Session 2 exercises;

Discussion:

- When Values are in conflict;
- Hierarchical Values and Conflict Resolution;
- Life Purpose and Personal Mission Statements

Exercises:

- Write a letter to yourself from your 90 year-old self (fully sensory);
- Write your own obituary;
- 100 Things You’d like to Do, Be, and Have;
- Life Purpose Statement – “The Purpose of My Life Is To…….”

SESSION 4 - DESIGNING THE VISION, PURPOSE, AND LEGACY –

Review feedback from Session 3 exercises;

Discussion:

- Identifying/articulating beliefs, positions, and commitments;
- Identifying constituencies (family, friends, community, future generations, politicians, religions, the planet, global diversity, etc.);
- Dreams, Ideals and Fears;

Exercises:

- Write your own Personal Vision Statement (what you want to achieve in your life, and WHY);
- Identify your obligations to your constituencies;
- Write your own Code of Ethics – the set of rules, based on your core values, that will guide your choices and decisions, and be demonstrated in all of your current and future behaviors and actions.

SESSION 5 - LIVING THE PURPOSE AND VISION, AND CREATING THE LEGACY –

Discussion:

- Life Balance Wheel/Chart;
- Positive Mindset, Open to Outcome, Law of Attraction;
- SMART goals and related SMART action steps;
- Accountability;

Exercises:

- Identify and develop Personal Support Systems (internal and external)
- Start Living on Purpose and building your Vision and Legacy

SESSION 6 - WHAT NOW? THE REST OF YOUR LIFE

- Wrap Up
- NEXT STEPS
- Good-byes

FOLLOW-UP: Distribute Evaluation Forms to participants

SESSION 1 -

WELCOME AND INTRODUCTIONS

Discussion:

- Welcome & Overview of Teleseries
- Discussion of Expectations
- Introductions – What do you bring to the classes?
What do you want to achieve from these classes?
What do you want to change, enhance or let go of about yourself?

Exercises:

- Conduct a Personal SWOT Analysis
- Create a Collage
and/or
- Mind Map

PERSONAL SWOT ANALYSIS –

Strengths - What do you do well?

What do you enjoy doing?

When do you feel you are at your best?

Weaknesses - What could you improve?

What resources would you need to help you?

Opportunities - What opportunities are open to you?

How can you turn your strengths into opportunities?

Threats - What threats are you facing ?

What's the worst that could happen?

How could your weaknesses impact on your threats?

COLLAGE –

A collage is a work of formal art, primarily in the visual arts, made from an assemblage of different forms, thus creating a new whole. A collage may sometimes include newspaper clippings, ribbons, bits of colored or hand-made papers, portions of other artwork or texts, photographs and other found objects, glued to a piece of paper or canvas.

Exercise –

1. Look through magazines and newspapers, and cut out pictures and pieces of text that really speak to your heart – that you react to on an emotional level. Choose pieces of ribbon or string, photographs, leaves or other pieces of nature – whatever you find that has an emotional connection for you. Each of these represents a part of you – the inner you – your loves and hates, the things you value, the things that you are passionate about and feel meaningful for you. Make it a fully sensory representation – touch, taste, smell, see, hear.

2. Take a piece of Bristol board or canvas, and glue or tape for affixing the various pieces you have chosen. You might feel drawn to place certain pieces in a particular spot on the board, or to position them in an unusual, creative way (upside down, or sideways, etc.), or you might feel compelled to position them in an orderly fashion. You might want to use string or ribbons to make connections that are important to you. Let your heart and feelings guide you.

3. Once you have completed your collage, place it somewhere where you can step back and look upon it as a whole.
 - What is your collage saying about you?
 - What does it say about your interests, values, ideals, favourites?
 - What does it say about things that bother you or need your attention, or others' attention?
 - What, if anything, do you see that surprises you?
 - Write down all of the positives that you find in the collage
 - Write down any negatives that come up for you.

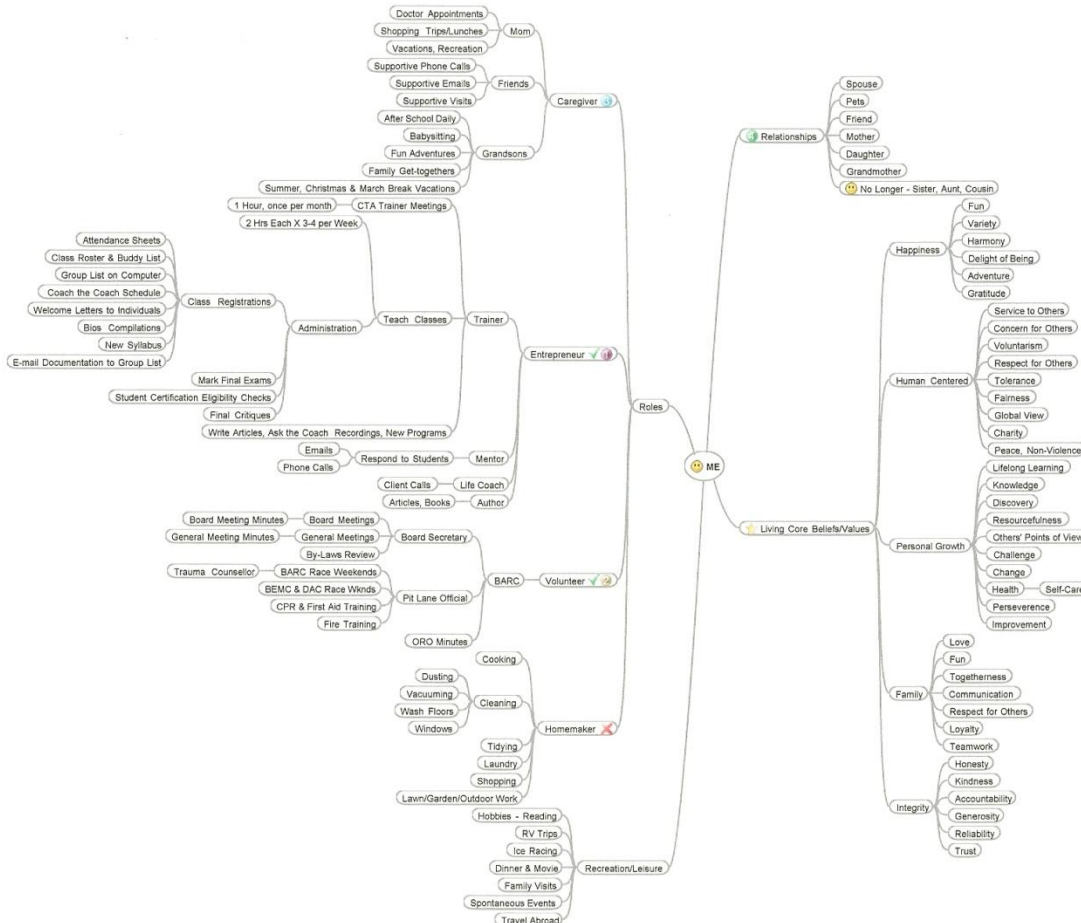
4. Display your collage, and invite family members, friends, colleagues, etc. to view it. Ask what they see in it, and what they feel it says about you, and compare it with how you see yourself.

MIND-MAPS

Whether you use an internet mind-mapping program, or draw one free-hand, mind-mapping is a brain-storming, goal-setting tool that helps you to discover and uncover connections and resources that might otherwise go unnoticed. It is very similar to creating a Life Balance Wheel.

Let your mind map be about your life -

A free source of mindmapping software is [Freemind Free Sourceware](#) . An example is shown below.....



This mind map is titled “My Life/Who Am I?”. Any one of the sub-sets can be the subject of a new map, to further break down into greater detail, if desired.

From “You” in the centre, add categories such as in this example: Roles, Recreation & Leisure, Relationships, and Living Core Beliefs/Values

From there, further sub-sets are broken down – eg:

Roles – breaks down into Entrepreneur, Volunteer, Caregiver, Homemaker

Relationships (Who Am I?) – eg. Spouse, Mother, Grandmother, Daughter, Friend, Pet-Owner Etc., Etc., breaking down each sub-set until you choose to stop.

You can then rate the Categories and Sub-sets, and begin to plan for change in your areas of choice.

SESSION 2 -

WHO ARE YOU NOW?

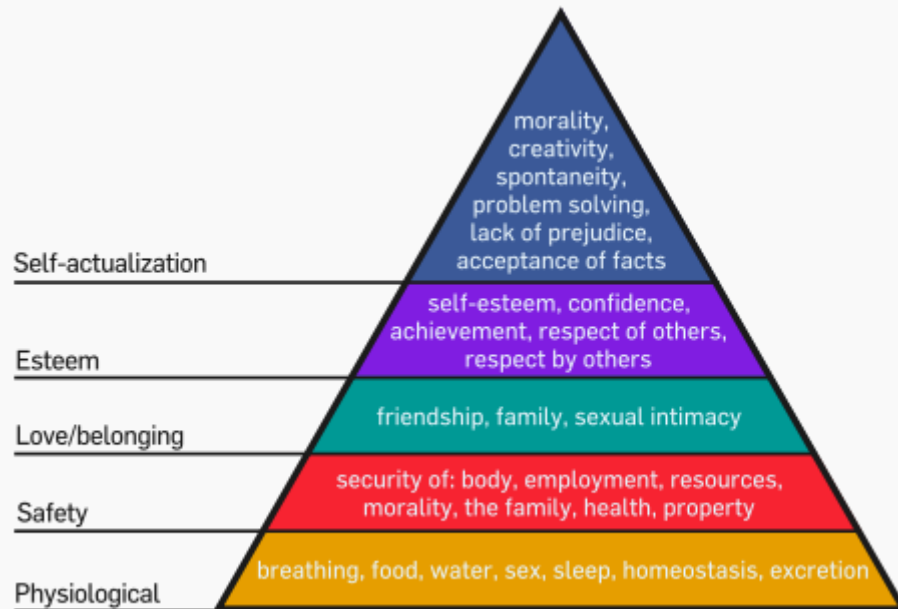
(How do you see yourself, and how do others see you?) –

Participants share what they learned from creating their collages and mind maps

Expectations – Session 2 will facilitate discussions about Values and Vision

1. Maslow's hierarchy of needs – How is it connected to Life Purpose & Legacy?

From Wikipedia, the free encyclopedia



An interpretation of Maslow's hierarchy of needs, represented as a pyramid with the more basic needs at the bottom.^[1]

Maslow's hierarchy of needs is a theory in [psychology](#), proposed by [Abraham Maslow](#) in his 1943 paper *A Theory of Human Motivation*.^[2] Maslow subsequently extended the idea to include his observations of humans' innate curiosity. His theories parallel many other theories of human [developmental psychology](#), all of which focus on describing the stages of growth in humans. Maslow use the terms Physiological, Safety, Belongingness and Love, Esteem, and Self-Actualization needs to describe the pattern that human motivations generally move through.

Maslow studied what he called exemplary people such as [Albert Einstein](#), [Jane Addams](#), [Eleanor Roosevelt](#), and [Frederick Douglass](#) rather than [mentally ill](#) or [neurotic](#) people, writing that "the study of crippled, stunted, immature, and unhealthy specimens can yield only a cripple psychology and a cripple philosophy."^[3] Maslow studied the healthiest 1% of the college student population.^[4]

Maslow's theory was fully expressed in his 1954 book *Motivation and Personality*.^[5]

Note that Maslow never personally used a pyramid to describe these levels in any of his writings on the subject.

Hierarchy

Maslow's hierarchy of needs is often portrayed in the shape of a pyramid, with the largest and most fundamental levels of needs at the bottom, and the need for [self-actualization](#) at the top.^{[1][6]}

The most fundamental and basic four layers of the pyramid contain what Maslow called "deficiency needs" or "d-needs": esteem, friendship and love, security, and physical needs. With the exception of the most fundamental (physiological) needs, if these "deficiency needs" are not met, the body gives no physical indication but the individual feels anxious and tense. Maslow's theory suggests that the most basic level of needs must be met before the individual will strongly desire (or focus motivation upon) the secondary or higher level needs. Maslow also coined the term [Metamotivation](#) to describe the motivation of people who go beyond the scope of the basic needs and strive for constant betterment.^[7] [Metamotivated](#) people are driven by B-needs (Being Needs), instead of deficiency needs (D-Needs).

The human mind and brain are complex and have parallel processes running at the same time, so many different motivations from different levels of Maslow's pyramid usually occur at the same time. Maslow was clear about speaking of these levels and their satisfaction in terms such as "relative" and "general" and "primarily", and says that the human organism is "dominated" by a certain need^[8], rather than saying that the individual is "only" focused on a certain need at any given time. So Maslow acknowledges that many different levels of motivation are likely to be going on in a human all at once. His focus in discussing the hierarchy was to identify the basic types of motivations, and the order that they generally progress as lower needs are reasonably well met.

Physiological needs

For the most part, physiological needs are obvious – they are the literal requirements for human survival. If these requirements are not met, the human body simply cannot continue to function.

Air, water, and food are [metabolic](#) requirements for survival in all animals, including humans. Clothing and shelter provide necessary protection from the elements. The intensity of the human sexual instinct is shaped more by [sexual competition](#) than maintaining a birth rate adequate to survival of the species.

Safety needs

With their physical needs relatively satisfied, the individual's safety needs take precedence and dominate behavior. In the absence of physical safety – due to war, natural disaster, or, in cases of [family violence](#), [childhood abuse](#), etc. – people (re-)experience [post-traumatic stress disorder](#) and trans-generational trauma transfer. In the absence of economic safety – due to economic crisis and lack of work opportunities – these safety needs manifest themselves in such things as a preference for [job security](#), grievance procedures for protecting the individual from unilateral authority, savings accounts, insurance policies, reasonable disability accommodations, and the like.

Safety and Security needs include:

- Personal security
- Financial security
- Health and well-being

- Safety net against accidents/illness and their adverse impacts

Love and belonging

After physiological and safety needs are fulfilled, the third layer of human needs are interpersonal and involve feelings of [belongingness](#). The need is especially strong in childhood and can over-ride the need for safety as witnessed in children who cling to abusive parents. Deficiencies with respect to this aspect of Maslow's hierarchy – due to [hospitalism](#), [neglect](#), [shunning](#), [ostracism](#) etc. – can impact individual's ability to form and maintain emotionally significant relationships in general, such as:

- Friendship
- Intimacy
- Family

Humans need to feel a sense of belonging and acceptance, whether it comes from a large social group, such as clubs, office culture, religious groups, professional organizations, sports teams, gangs, or small social connections (family members, intimate partners, mentors, close colleagues, confidants). They need to love and be loved (sexually and non-sexually) by others. In the absence of these elements, many people become susceptible to loneliness, [social anxiety](#), and [clinical depression](#). This need for belonging can often overcome the physiological and security needs, depending on the strength of the peer pressure; an anorexic, for example, may ignore the need to eat and the security of health for a feeling of control and belonging. ^{[citation needed](#)}

Esteem

All humans have a need to be respected and to have [self-esteem](#) and self-respect. Esteem presents the normal human desire to be accepted and valued by others. People need to engage themselves to gain recognition and have an activity or activities that give the person a sense of contribution, to feel self-valued, be it in a profession or hobby. Imbalances at this level can result in low self-esteem or an [inferiority complex](#). People with low self-esteem need respect from others. They may seek fame or glory, which again depends on others. Note, however, that many people with low self-esteem will not be able to improve their view of themselves simply by receiving fame, respect, and glory externally, but must first accept themselves internally. Psychological imbalances such as [depression](#) can also prevent one from obtaining self-esteem on both levels.

Most people have a need for a stable self-respect and self-esteem. Maslow noted two versions of esteem needs, a lower one and a higher one. The lower one is the need for the respect of others, the need for status, recognition, fame, prestige, and attention. The higher one is the need for self-respect, the need for strength, competence, mastery, [self-confidence](#), independence and freedom. The latter one ranks higher because it rests more on inner competence won through experience. Deprivation of these needs can lead to an inferiority complex, weakness and helplessness.

Maslow also states that even though these are examples of how the quest for knowledge is separate from basic needs he warns that these “two hierarchies are interrelated rather than sharply separated” (Maslow 97). This means that this level of need, as well as the next and highest level, are not strict, separate levels but closely related to others, and this is possibly the reason that these two levels of need are left out of most textbooks.

Self-actualization

Main article: [Self-actualization](#)

"What a man can be, he must be."^[9] This forms the basis of the perceived need for self-actualization. This level of need pertains to what a person's full potential is and realizing that potential. Maslow describes this desire as the desire to become more and more what one is, to become everything that one is capable of becoming.^[10] This is a broad definition of the need for self-actualization, but when applied to individuals the need is specific. For example one individual may have the strong desire to become an ideal parent, in another it may be expressed athletically, and in another it may be expressed in painting, pictures, or inventions.^[11] As mentioned before, in order to reach a clear understanding of this level of need one must first not only achieve the previous needs, physiological, safety, love, and esteem, but master these needs.

Self-transcendence

[Viktor Frankl](#) later added [Self-transcendence](#)^[12] to create his own version of Maslow's Hierarchy.

Research

Recent research appears to validate the existence of universal human needs, although the hierarchy proposed by Maslow is called into question.^{[13] [14]}

Other research indicates that Maslow's explanations of the hierarchy of human motivation reflects a binary pattern of growth as seen in math. The individual's awareness of first, second, and third person perspectives, and of each one's input needs and output needs, moves through a general pattern that is basically the same as Maslow's described pattern.^[15]

Criticisms In their extensive review of research based on Maslow's theory, Wahba and Brudwell found little evidence for the ranking of needs Maslow described, or even for the existence of a definite hierarchy at all.^[16] Chilean economist and philosopher [Manfred Max-Neef](#) has also argued [fundamental human needs](#) are non-hierarchical, and are [ontologically](#) universal and invariant in nature—part of the condition of being human; [poverty](#), he argues, may result from any one of these needs being frustrated, denied or unfulfilled.^[citation needed]

The order in which the hierarchy is arranged (with self-actualization as the highest order need) has been criticised as being ethnocentric by [Geert Hofstede](#).^[17] Hofstede's criticism of Maslow's pyramid as ethnocentric may stem from the fact that Maslow's hierarchy of needs neglects to illustrate and expand upon the difference between the social and intellectual needs of those raised in [individualistic](#) societies and those raised in [collectivist](#) societies. Maslow created his hierarchy of needs from an individualistic perspective, being that he was from the United States, a highly individualistic nation. The needs and drives of those in individualistic societies tend to be more self-centered than those in collectivist societies, focusing on improvement of the self, with self actualization being the apex of self improvement. Since the hierarchy was written from the perspective of an individualist, the order of needs in the hierarchy with self actualization at the top is not representative of the needs of those in collectivist cultures. In collectivist societies, the needs of acceptance and community will outweigh the needs for freedom and individuality.^[18]

Some of these criticisms may be really about Maslow's choice of terminology, especially with the term "self-actualization". "Self-actualization" might not effectively convey his observations that this higher level of motivation is really about focusing on becoming the best person one can possibly become, in the service of both the self and others: "A musician must make music, an artist must paint, a poet must write, if he is to be ultimately at peace with himself. What a man can be, he must be. He must be true to his own nature. This need we may call self-actualization."^[19] At these higher levels of motivation, what we do generally benefits everyone, but Maslow's term might not be as good at clarifying that as it could have been.

Maslow's hierarchy has also been criticized as being individualistic because of the position and value of sex on the pyramid. Maslow's pyramid puts sex on the bottom rung of physiological needs, along with breathing and food. It views sex from an individualistic and not collectivist perspective: i.e., as an individualistic physiological need that must be satisfied before one moves on to higher pursuits. This view of sex neglects the emotional, familial and evolutionary implications of sex within the community. [\[20\]\[21\]](#)

How is Maslow's Hierarchy of Needs Relevant to Life Purpose?

The world has changed considerably, since 1954, when Maslow's book "Motivation and Personality" was published. With the advent of computers and communication technology, we are now connected to countries and people all across the planet. We tend to think more globally, and we have the capability of having our individual contributions to life on the planet impact hundreds, if not thousands, of people.

We have the power to choose what our individual contributions will be, and what consequences our actions or contributions will have. By creating a Vision of a purposeful life, based on a strong, positive Values System, we can design goals, strategies and activities that will influence others' lives today, tomorrow, and for generations to come. Each of us has that power. And, more than that, each of us has an obligation to use that power. So, what do most people do with that power? Most do absolutely nothing.

Rather than react to things that happen to us, we have the power and ability to proactively create actions of value and impact. Once we reach the self-actualization phase of Maslow's Hierarchy, we have the ability and obligation to add an additional layer of development. By living purposefully, we can create Visions and Plans intended to leave powerful Legacies that will leave our world a better place for the next, and future generations.

Legacies can be financial – inheritances, scholarships, charitable donations, charitable foundations, etc; physical – leaving/donating buildings, equipment, vehicles, furniture, etc; Or, they can be philosophical – living a purposeful life, focused on enhancing the quality of life for others through values/vision, environment-friendly actions; Or combinations thereof. They can touch individuals and/or groups, in local, regional, national and/or global communities.

Just imagine a world where every person lives an intentional, purposeful life, based on positive values, and with a focus on wanting those who come afterward to have the best possible quality of life possible? What a Legacy that would be!!!

Values System Definitions:

Values – Your core beliefs define a values system that guides your decisions and behaviours

Ethics – a standard of moral conduct based on your values system

Code of Ethics – a set of values-based rules which guide your decisions and actions

Integrity - you take deliberate actions consistently aligned with your Code of Ethics

Legacy – an intention, based on a desire to make the world a better place now, and for generations to come

The Importance of Values –

What is important about having a personal values statement?

When we examine our values, we become self-aware of the reasons behind our choices, actions and behaviours. Rather than reacting automatically and habitually to situations that occur, when we are self-aware we take the time to think about the best decision that can be made.

How will creating one change your life?

When we act consciously, we choose to abandon behaviours that have not served us well in the past. Negative habits can eventually be replaced by positive decisions and actions, through intentional repetition. Once you begin living your life authentically, connected to your personal values system, your true self always shows up. “What you see is what you get”. You will never have to pretend to be someone or something else other than who you are. People will either like you, or they won't. And, when you live who you are, you will attract others who are exactly like you. They will not want you to change, in order to like you.

Universal Values –

What are they?

In our increasingly smaller world, community has expanded. Our decisions and actions have local, national and international implications and impacts. Our individual values, codes of ethics and integrity affect the collective integrity. Local, national, and international governments set down rules, laws, constitutions, and edicts that reflect the will of individuals and the collective, to define and protect the quality of life for citizens of the world.

How they are changing?

Since 2011, people in the Middle Eastern, South Asian, African and other tyrant-controlled countries have chosen to stand up and demand government/regime changes in their countries. In violent mass protests, many have already given their lives for the betterment of their

societies. Innocent women, children and men have been killed or wounded, families have been torn apart, cities and villages demolished, and they continue to fight for the right for a better life, equality, and more fair government representation. They want democracy.

Contrarily, in many democratic countries, citizens have chosen governments that are less focused on democratic processes. Government policies enabled the richest in their societies to become obscenely rich, while the middle classes disappeared and the poorest of the poor have been left to wander homeless and hungry. Thousands of jobs and businesses have been lost forever, and there are few government services designed to serve the needy.

A European economic downturn created a financial crisis and a recession that touched nations around the world. Rich leaders made financial decisions and policies that preyed on the weakest, most vulnerable of their citizens, while business leaders accumulated monster salaries massive bonuses, and tax breaks. Low-income workers, on the other hand, received increased taxes, and lost valuable services and programs. People lost their jobs, their homes, their lives as they knew it, and their futures.

Those with jobs were forced to accept terrible working conditions, for fear of losing their jobs. Morale in the workplace plummeted. Whether working in large Corporations, governments, or small business workplaces, workers felt undervalued and abused. They felt betrayed, abandoned, and ignored.

Increasingly, the business, government, religious, entertainment and academic Leaders in our world abandoned their values. More and more, violence, betrayal, corruption, and hatred, borne out of personal greed and the desire for ever more wealth and power, became the vehicles for change. What happened to world values of compassion and caring for one another?

How do Personal and Universal values influence one another?

In many democratic countries, many politicians have been proven to be bullies and cheaters who lied with impunity, and had no interest in serving the people who elected them. Voters became so disillusioned and betrayed by politicians they once trusted, that they gave up their precious right to vote. Many leaders represented only a very small percentage of their citizens, and sought only to make themselves and their business colleagues around the world richer and more powerful. Their individual values began to represent the collective world.

Since 2011, citizens in the Middle East have died in their quest for democracy. In 2012, citizens in Europe and North America started waking up to the realities of their local, national and global communities. Violent protestors in Greece, France and Europe raged against their governments. Across North America, citizens formed the Occupy Movement by camping out for months in major cities, to protest the rich and powerful 1% of the population taking advantage of the remaining 99%.

By actively working to ensure that leaders and lawmakers entrench democracy, equality, and social safety net programs for the weakest and poorest among us, individuals who want to live with dignity in a human-centered, compassionate world have the power to create change.

By working individually and collectively, doing all we can to enhance the quality of life for others, our personal and universal values can be aligned.

- Exercises:
- Write about your Passion – What do you love to do?
What activities give you self-satisfaction?
What excites you about life?
What is your secret ambition?
What are your hobbies?

 - Write about your Talent - What are you good at?
What do you get complimented on?
Where have you been successful?
What are some of your strengths?

 - Write about your Values - What is important to you?
What would you do if you were wealthy?
What do you stand for?
What won't you stand for?
What would you risk your life for?

 - If you could have a Perfect (day, Birthday, Christmas, Thanksgiving, vacation, weekend, marriage, life, legacy) – what would that look like? (fully sensory).
Write about one or all of them.

Use the answers from the above questions to choose the 5 most important and 5 least important values from the Sample Values List, and create your own Personal Values List.

You might want to choose 5 categories that represent you, and choose some of the other values to define and accent your primary value category.

Once you have your 5 most important Values, you can write a Code of Ethics under each one, describing how your decisions and actions will be consistent with each value.

SAMPLE LIST OF VALUES

<p> Accomplishment, Success Accountability Accuracy Adventure All for one & one for all Beauty Calm, quietude, peace Challenge Change Charity Cleanliness, orderliness Collaboration Commitment Communication Community Competence Competition Concern for others Connection Content over form Continuous improvement Cooperation Coordination Creativity Customer satisfaction Decisiveness Determination Delight of being, joy Democracy Discipline Discovery Diversity Dynamism Ease of Use Efficiency Enjoyment Equality Excellence Fairness Faith Faithfulness Family Family feeling Flair Freedom, Liberty </p>	<p> Friendship Fun Generosity Gentleness Global view Goodwill Goodness Gratitude Hard work Happiness Harmony Health Honor Human-centered Improvement Independence Individuality Inner peace, calm, quietude Innovation Integrity Intelligence Intensity Justice Kindness Knowledge Leadership Love, Romance Loyalty Maximum utilization (of time, resources) Meaning Merit Money Oneness Openness Other's point of view, inputs Patriotism Peace, Non-violence Perfection Personal Growth Perseverance Pleasure Power Practicality Preservation Privacy Progress </p>	<p> Prosperity, Wealth Punctuality Quality of work Regularity Quality of work Regularity Reliability Resourcefulness Respect for others Responsiveness Results-oriented Rule of Law Safety Satisfying others Security Self-givingness Self-reliance Self-thinking Sensitivity Service (to others, society) Simplicity Skill Solving Problems Speed Spirit, Spirituality in life Stability Standardization Status Strength Succeed; A will to- Success, Achievement Systemization Teamwork Timeliness Tolerance Tradition Tranquility Trust Truth Unity Variety Well-being Wisdom </p>
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SAMPLE

Personal Values and Code of Ethics

Human-Centred Focus

Feeling concern and respect for others, and working in service of others, to enhance people's quality of life and create fair and tolerant communities around the world, protecting life and our environment through voluntarism, charity, and peaceful (non-violent) advocacy.

Integrity

Consistently demonstrating honesty, kindness, and generosity, being consistently reliable, accountable, and trustworthy, keeping confidentiality, and always being my authentic self.

Happiness

Delighting in the joy of being, and living every moment with gratitude and harmony, while spicing life with variety and adventure, and always having fun.

Family

Through respectful communication, teamwork, and loyalty my family enjoys togetherness, and is a source of love, fun, and joy for me.

Personal Growth

Demonstrating a commitment to Lifelong Learning through resourcefulness and perseverance, on a quest for new challenges, knowledge and discoveries, and listening to others' points of view, with a willingness to change – particularly in the areas of health and improved self-care.

Session 3

WHO DO YOU WANT TO BE?

Participants share their experiences with developing their Values and Code of Ethics

Discussion: - What happens when values conflict?

There are times when values conflict with one another. Decisions about actions must be made thoughtfully and deliberately, and your choices will affect how others perceive you, and your inter-personal relationships.

Here are some scenarios of values conflicting with one another:

1. Gloria Goodheart is a person of integrity, and is proud that she maintains confidentiality when it is requested of her. She also respects and wants to preserve life. Donald Down wanted to tell her something in confidence, which she promised to keep. She then learned that he or others might be in danger of harm or death.

What should Gloria do?

When values are in conflict, a hierarchy takes place, based on law and/or conscience. In this instance, preserving life must take priority over Gloria's promise to keep a confidence. She actually has a legal, as well as a moral obligation to report what she knows to authorities.

2. Honesty is very important to Sally Sweetheart. She is known as a truthful person. She is also known for her respect and kindness to others. Debby Dull, her best friend, comes along wearing an outfit that Sally thinks looks hideous on her. Debby seems quite happy with what she's wearing.

What should Sally do?

When the conflict is not life and death, the hierarchy is not so easily decided.

If Sally tells Debby she hates what she's wearing, Debby might feel embarrassed and hurt, or even be angry at Sally for giving her unsolicited opinion. They might even get into an argument.

If Sally keeps her opinion to herself, Debby will be none the wiser and can enjoy her day, blissfully unaware that her friend dislikes her outfit.

In order to maintain the friendship, save her friend's feelings, and avoid a potential argument, Sally chooses to say nothing. Had her friend asked her opinion of her outfit, Sally would then have felt comfort expressing her true feelings.

Some people brandish honesty like a machete, boasting that they always tell the truth. The end of the sentence could read "no matter what happens or who gets hurt". That commitment allows them to be mean and hurtful without any guilt or repercussion. Some people make themselves feel bigger and better by making others feel small and demeaned.

So, if you are faced with a similar situation, ask yourself – if someone gets hurt because of my actions, what is the real purpose behind my honesty? And let your conscience guide you.

Here are some scenarios of one person's values conflicting with others' values:

1. Larry and Lilly Lovebirds have been married for 10 years. They have two young children and a happy relationship, except for one issue that keeps coming up. There was an increase of bullying in the children's school, and Larry believes in standing up to them. He wants the kids to learn judo or karate, so they can defend themselves if someone starts to pick on them. Lilly hates fighting, and refuses to enroll them in lessons to learn how to fight. She tells the children that fighting is never an option. Larry has been "play fighting" with them, teaching them boxing and wrestling moves. Larry and Lilly bicker about this endlessly, and the arguing is becoming more intense.

What values are leading Larry's behaviours? Larry believes in self-reliance, justice and self-preservation

What are Lilly's values? Lilly believes in non-violence, respect, and conversation

Since both are committed to their beliefs/values, how can a situation be resolved when parents' values differ in how their children should be raised?

If neither party is willing to compromise their beliefs, the children will be drawn into the middle of this conflict. They won't know who they should listen to. The couple could ask the opinion of a neutral third party, and agree to accept that perspective. In this instance, it would be a good idea to contact the school Principal and/or the Police, to find out school rules and the law, regarding fighting and self-defence.

2. 10 years later, Lilly and Larry's 14 year old daughter, Linda, is in high school. Linda has always been a good girl, yet Lilly and Larry worry about peer pressure and external influences on her. They check Linda's room, read her daily journal and track her usage on her computer. When Linda complains, Lilly and Larry defend their actions because they worry about her safety, and because it's their duty, as parents, to make sure she stays on the straight and narrow. Linda wants a lock on her bedroom door.

What values are Lilly and Larry displaying? Their fear for Linda's safety and security are taking precedence over her desire for trust, respect, and privacy.

What to do when parent-child values conflict?

If Lilly and Larry do not find a way to compromise with Linda, they risk pushing her into rebellion and dangerous behaviours. Because she has been good in the past, she has earned their trust and respect. Unless and until she does something to prove their trust unwarranted, they would do better to let her have her privacy and stop room inspections and reading her diary. Linda will have to compromise too, by having honest, open conversations with her parents about her friends and activities. In addition, she will have to accept that there are dangerous people and content unsuitable for children and teens on the internet, and that it is her parents' responsibility to monitor her computer usage.

3. Helen Helpful works for Hardluck Life, an insurance company. Initially a Human Resources manager, she enjoyed her interactions with people. In a surprise move, her department was reorganized, and she was transferred a lower-paying, non-management job in the Claims department. Her options were to accept the demotion or leave. She needs to work and is afraid to quit, because she cannot afford to be unemployed.

Now, in the Claims department, she is seeing legitimate claims from sick and injured people being deliberately postponed over long periods of time or being denied altogether. She learned that the company often uses this strategy, in order to save money. The large Corporation knows that most people cannot afford to continue to pay lawyers and wait months and sometimes, even years, to fight for their money, and they usually drop their claims.

Helen is miserable in her job, and hates the company policies. She is getting more and more depressed each day. She's at the point where she hates to answer the phone at work, in case she has to tell a waiting policy holder that they must wait still longer. She feels like a fraud having to apologize for the delay and pretend it is justified.

Which of Helen's values are in conflict with the company's policies?

Helen is a professional who treats others with respect and compassion. By downsizing and demoting her with no advanced notice, the company demonstrated a total lack of sensitivity for her feelings. They disrespected and de-valued her.

The demotion stripped her of her ability to take pride or enjoyment from her work. Now, she has no sense of loyalty or trust in the company, and feels constantly insecure.

She has always demonstrated concern for others, and her employers are demonstrating none – neither for their employees, nor for their customers. Moreover, their “delay claims” policies directly conflict with her need for honesty and fairness, and she feels like a fraud and a liar.

What options does she have?

Given the company's lack of values, and her demoted position, it's highly unlikely that she can have any influence over the changing of company policy. Her only options are to stay or leave.

If she stays, she will have to find a way either to ignore the conflicts she feels, or to feel better about herself and her work. She might be able to search for and find work before she quits this job, so there would be no financial loss.

Values, Life Purpose, and Vision

Stephen Covey, in his book “The 7 Habits of Highly Successful People”, identified that one important habit of successful people is to “begin with the end in mind”. He suggested pretending that you died tomorrow, and that you were able to attend your own memorial service. What would your friends and family be saying about you? If there is a disconnect between what they would say about you, and what you would *want* them to say, then that is a reality check.

You must start changing the way you live your life right now, every moment of every day, and make choices that will take you on the road to making your Vision of yourself and your life your reality.

VISION > **The Definition of Vision** - A clear picture of a future desired state.

> **The Importance of Vision** - The Vision motivates people to set goals and actions that can be measured against the ideal, and ensure accordance with Values.

> **The Connection between Values and Vision** - Vision is the blueprint for creating values-based, purposeful, and intentional lives, and Values are the tools for guiding Vision to reality.

> **Living Your Life Purpose (Destiny)** – Do you know what were you born to do? Try to answer the following questions –

What is your unique mission in life?

What does the Universe want you to do?

What are your unique opportunities?

Where can you make a difference?

What would make you jump out of bed with a smile on your face, eager to begin your day?

When you were a child, what did you want to be, do, or have?

> **Developing Vision** – how do you want people to see you?

- what makes you unique?
- what connection is there between your values and your vision?
- what changes might you have to make to your Values List?
- what results will you expect from your vision?
- how will your thinking have to change so that you will begin to attract the resources you will need to achieve your Vision?

Exercises –

- Ask 10 friends, family members, co-workers to write down three things they admire about you. (They could be qualities you have, or achievements you have reached)
- Write down 100 things you would like to do, be, and/or have
- Use your responses from the questions above to write a purpose statement – “The purpose of my life is to.....”
- Write a letter to yourself from your 90 year-old self reviewing your life’s wins & challenges

Discussion:

1. Using your Personal Values & Code of Ethics Statement and Life Purpose Statement as guidelines, your Personal Mission is born. Identify and articulate your current beliefs, positions, philosophies, and commitments. How have they changed since the beginning of this course?

2. Identify and articulate the constituencies you want to be impacted by your Vision (family, friends, community, future generations, the planet, global diversity, etc.) What impact do you want to have on those constituencies? That impact will be your Legacy.

3. Identify and articulate what you will need to do, in order to achieve the desired impact. What will have to change in order for you to do what you will need to do? How will you define and measure success?(describe the benchmarks)

- Exercises - Review your own Code of Ethics – the set of rules, based on your core values, that will guide your choices and decisions, and be demonstrated in all of your current and future behaviours and actions
- Write your own Personal Mission Statement - a clear, concise statement (25 words or fewer), explaining your existence and efforts in life, including:
 - The unique reason or purpose (the benefit/impact) you want to make in your lifetime (your legacy);
 - The constituencies to whom you will have obligations & influence;

 - Write your own Vision Statement, describing what you want to achieve in your lifetime, and WHY

Session 5

LIVING THE PURPOSE AND VISION,
CREATING THE LEGACY

Participants share Code of Ethics, Personal Mission Statements, Vision Statements

Discussion:



From time to time, our lives get out of balance. There is always an ebb and flow in the various compartments of our lives, as life happens and situations change. Some changes are externally imposed and outside of our control, and others are internally imposed, resulting from our own choices. Regardless of how change occurs, it can be difficult and often, the natural reactions of fear and grief overwhelm and sometimes paralyze us. When we choose to stay in that place of overwhelm, we ignore the imbalance and the steps we need to take to regain the sense of peace that balance and purpose bring to our lives.

LIVING THE PURPOSE AND VISION



This Life Balance Wheel has a focus on life purpose and its connection to every single aspect of your life.

Take some time to consider each piece of this pie chart, and measure your current status within each category, on a scale of 1-10 (with 1 being the least satisfied and 10 being the most satisfied you are with your quality of life). Keep in mind that it isn't necessary for you to have 10 in each category. If you have 7's in each category, your life is in balance and you might be content with that.

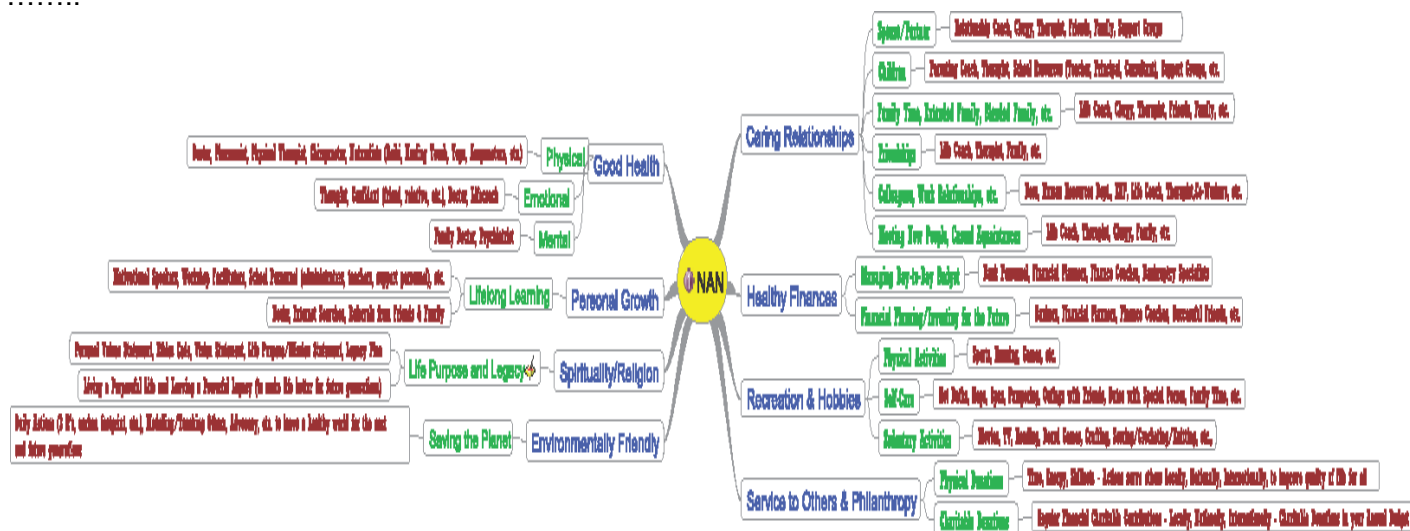
Some categories can be divided even further. Health, for example, could be divided into physical, mental and emotional health, and each subdivision could be rated individually. Relationships could be divided into romance (or spouse or partner), children, family, friendships, colleagues. Exercise might include nutrition or healthy diet. Spirituality could include or be replaced with religion. Life Purpose could include Values, Mission, Vision and Legacy Statements, and helping others. Money (or Finances) could include daily living and savings or investments. Self esteem could include personal growth and/or lifelong learning.

You might want to add adjectives as a form of measurement – caring relationships, financial stability, challenging and enjoyable work, etc. A “great life” could include the word “purposeful” or “intentional”. Make a wheel of your own design, and rate your life categories.

Once you have completed the ratings, you can use them to prioritize your goals and action plans, by starting to work on the lowest number first.

Or, you might choose to Mind Map to create your Vision and Goals

.....



Unfortunately, the formatting did not translate well to this page. However, the program can be printed out at any size, for easy viewing, as an instant reference to goal setting. It also allows users to add priorities and various icons to highlight thoughts & ideas related to each item.

From the Individual in the Centre

⇓ Flow Categories of Importance

➤ From Categories

⇓ Flow Sub-Sets of Interest

➤ From Sub-Sets

⇓ Flow potential resources, ideals, dreams

➤ From Ideals and Dreams

⇓ Flow Visions and Goals

➤ From Visions and Goals

⇓ Plans and Action Steps

✚ Which create change and ultimately, achievement of the desired Goals and Visions

Once you have chosen a place to start, consider the resources (both internal and external) you will need in order to implement the changes you desire.

Internal Resources –

- In order to face and work through the feelings of fear, anxiety, and self-doubt, a mindset that is open to possibilities and detached from outcome is an absolute necessity.
- You must be able to try anything and have the courage to try, fail, and keep on trying.
- You must be open to making mistakes and looking for the growth and learning from each experience.
- You must be totally committed, and willing to accept responsibility and ownership for your choices and actions.
- Always look for the positives in every situation, and through the Law of Attraction, you will attract an abundance of what you need.
- Take the time to be aware and thankful for all that you have, all that you do, and all that you are.
- Take the time to experience all of life, in a full sensory way, and take joy from the ups and downs of living and being in the moment.

External Resources -

- You might need human, financial and/or physical resources in order to achieve the changes you desire.
- Human resources will be people you trust, with whom you can share your dreams, goals, and action steps, and who will support you and hold you accountable. They can be a life coach, a relative, a friend, a clergy person, a co-worker, or a support group or organization. You can choose to have one or a combination of supporters – the key is a willingness to ask for help when you need it.
- Learn to ask for help and accept it with grace and dignity. If you are a person who is used to giving and doing for others, it's hard to ask for help. Some people view needing and asking for help as a weakness, when it actually takes strength to ask for help. As a giver/doer, you know how wonderful it feels to be of service to others. When you ask someone to help you, you are gifting them with feeling how it wonderful it is when you help others. It's selfish of you to withhold that experience from others by refusing to ask for and accept help.
- Financial resources could include loans, interim financing, new budgeting strategies or investment skills, charitable donations, and spending money on items that are important to your life purpose and vision.
- Physical resources could include learning materials, course/training fees, membership fees, and purchases related to achieving your goals.

The Law of Attraction

So, what is the Law of Attraction?

Dr. Fred Alen Wold, Dr. Emoto, Dr. Amit Goswami and many more have given scientific perspective to Law of Attraction. Law of Attraction is a proven scientific principle, as real as the Law of Gravity. You may choose to believe in it or not, however, it has worked, does work, and will continue to work, regardless of whether or not you choose to use it to your own advantage.

Simply put – The Universe is the source of energy. We are creatures whose core is energy. Our thoughts have energy. And negative energies are on a different wavelength from positive energies. Since another scientific principle is that “like attracts like”, our negative thoughts attract other negative thoughts and energies. Accordingly, positives attract positive.

Therefore, what our thoughts focus on, we will attract. That doesn't mean that if we focus on winning the lottery, we will automatically do so. Law of Attraction has no connection to blind luck.

Law of Attraction connects focus to action. What can be conceived, can be achieved. With a mindset of positive, possibility thinking, almost anything can be envisioned and attracted. One may not know how it will manifest, or when, one just knows that it will come. There are no limits. The possibilities are endless.

The saying “be careful what you wish for” is a very apt one. Once a thought is put out to the Universe, it will attract resources in abundance. Be prepared to accept and be grateful for them. It's important that we always live in appreciation for all that we are, do, and have. Wherever we are now, it is a result of our previous thoughts and focus. If we do not like where we are, we must accept that we attracted the situation, and focus on creating something different.

Applying the LoA means that on a daily basis, decisions, actions and behaviours will connect to the belief in creating the desired lifestyle. It doesn't just happen because it was wished for. One doesn't just make a wish and passively sit back, waiting for it to suddenly appear. We actively participate in the attraction cycle.

Here's an example of wanting to manifest a dream –

Billy Bigshot always wanted to own and drive a Mercedes Benz. He decided to try to use the Law of Attraction. He didn't know how or when he would get one. He just believed that it would happen for him.

Each day, he focused on having that car, and doing whatever he could to make that dream a reality. He gave up his daily Starbucks coffee, and put that money into a special Mercedes account. He told everyone he knew of his intention to purchase a Mercedes one day. He stopped buying lunch every day, and brought one from home instead, putting the difference into his account. He wanted that car so badly that he put off going shopping for new golf clubs, and put the money into his car account instead.

He put up a picture of the car of his dreams, and pictured himself behind the wheel. He pictured it parked in his driveway, with him hand washing it and polishing it until it shone. He combed

internet sites, familiarizing himself with options and pricing and so forth, so he was knowledgeable about purchase processes.

One day, a friend called him – a friend of a friend had a Mercedes for sale. His friend knew that Billy was looking, and gave him the contact information. Billy also noticed that there were a couple of interesting prospects in the newspaper he might want to look at. And, on the auto sites he had bookmarked, another one or two that might be suitable. In the mail, He received information from his bank that they had very low-rate loans available, and a flyer that the car dealerships were offering 0% financing.

Suddenly, he had all kinds of choices to make, and a number of opportunities from which to choose! Coincidence? Nonsense – it's the Law of Attraction in action!

Ask for discussion on the above example – any comments, feedback about this example?

Here's an example of Law of Attraction helping to problem solve -

Helen Helpful was struggling with a decision she needed to make about her career. She had been downsized and demoted at work, and her personal values conflicted with the insurance company she worked for. She was miserable at work, but could not quit without having another job to go to. She knew she needed to find another job and hopefully, re-start her career in Human Resources.

She put it out to the Universe in her thoughts, and then carefully began telling some people she trusted of her need for a new job. She was saying she believed her problem would be resolved positively. She wasn't sure when or how it would happen, but it made it easier for her to be at work. While she was waiting, she continued trying to solve her problem herself.

She was amazed when resources suddenly start showing up for her. One of the friends she had told worked in a company that was looking for a Human Resources manager. Helen submitted a resume through her friend, and got an interview. Eventually, she was hired, at a salary greater than what she was making in HR at the insurance company. When she told the insurance company why she was leaving them, they just shrugged their shoulders.

The new company was so impressed by Helen's values system that she was asked to lead a group to define a corporate values system for their workplace. She was ecstatic to have found a company that respected values, and made many friendships among the staff there.

Helen was appreciative for the resources that showed up for her when she needed them, and regularly expressed her gratitude. In that expression of gratitude, she completed the cycle (what goes around, comes around) and continued to retain the positive energies she used to create the life she wanted for herself.

The Hardluck Life insurance company was featured in an investigative newspaper article, denouncing their policy of delaying or denying legitimate claims. The company's senior executive denied any knowledge of the practice, and many employees were fired. The government is investigating. What goes around comes around.

Are there any comments/feedback about this? Notice that Billy Bigshot did not express appreciation or gratitude. What might the results be for taking his Mercedes & the LoA for granted?

Live in the Law of Attraction and live an appreciative, intentional, self-driven life.

SMART GOALS AND ACTION STEPS –

Another external resource is the creation of SMART goals. Most people go through life making annual resolutions that they never complete, and never think about setting and meeting goals as a means of intentionally living their lives. Have a written plan for achieving positive change.

Specific - Make your goals detailed, so you will know when you've achieved success

Measurable - Determine benchmarks that will remind you that you are making progress toward your desired

Accountable - Choose an accountability partner(s). Tell them your intended action steps and report to them when you have completed the action

Realistic - Be easy on yourself, and choose goals and action steps that you can achieve

Risky - Challenge yourself, though. If you always stay within your comfort zone, nothing will ever change

Time-Limited - Set a reasonable deadline within which you can complete the intended action

GOALS - In Sports, each goal scored is cheered and celebrated.
Remember to cheer and celebrate each Goal you score!
Choose something that will really make you feel good.

Often, many Goals have to be scored, to win one game.
And many games must be won to win the ultimate trophy.
You might have to score many goals and games to achieve your ultimate dream life.

Plan to reward yourself and your accountability partner once your dream life is fulfilled!

Exercises:

- Complete your Life Balance Chart or Mind Map, as well as your Vision and Legacy
- Identify and develop Personal Support Systems (internal & external)
- Create and prioritize SMART Goals and Action Steps
- Start Living on Purpose, using the Law of Attraction, and building your Vision and Legacy

SESSION 6 - WHAT NOW? THE REST OF YOUR LIFE.....

- Wrap Up - Shared Experiences

- 3 Questions – What are you most proud of, about these classes?
What has been your most valuable learning?
Who are you now that you weren't when we started?

- Next Steps

- Saying Good-bye

- Send out Evaluation Forms