Writing a Personal Mission Statement

Name ___________________________ Per. _______ Mr. Zogby’s Class

Based on Teen Mission Statement Builder: http://www.frankincovey.com/cgi-bin/teens/teens-msb/part01/index.html and Sean Covey’s book Seven Habits of Highly Effective Teens p. 86-91. All graphics are copyrighted and used with permission from FranklinCovey. All rights reserved. Modified and revised by R. Zogby, certified 7 Habits instructor, Calkins Road Middle School, 2006.
Admirable Qualities

accepting  dependable  humble  persevering  spellbinding
active  dependent  humorous  persistent  stable
adaptable  determined  independent  pleasant  strong
adventurous  discreet  industrious  powerful  studious
agile  eager  intellectual  quiet  stylish
alert  easy-going  kind  radical  sympathetic
dependent  educated  liberal  refined  tactful
assertive  enthusiastic  loving  reliable  talented
athletic  elegant  loyal  religious  thankful
balanced  exuberant  merry  reserved  thoughtful
brilliant  fair  meticulous  resourceful  tidy
calm  faithful  modest  respectful  timid
careful  famous  moral  romantic  tolerant
cautious  flexible  musical  selfless  trustworthy
charming  forgiving  neat  self-reliant  unique
cheerful  friendly  open-minded  sensible  upbeat
clever  funny  optimistic  sensitive  well-balanced
committed  genuine  orderly  sentimental  well-behaved
generous  giving  organized  serious  wise
giving  happy  outgoing  shy  witty
generous  healthy  outspoken  silly  young
going  helpful  passionate  sincere  zany
daring  honest  peaceful  sociable
self-reliant  sensible  selfless  sharing
self-reliant  social  skillful  speaking
sensible  soft-spoken  skillful  thinking-ahead
serene  sophisticated  social  working-well-with-children
sensitive  thoughtful  social  working-well-with-people
tactful  thoughtful  social  writing
thinking-ahead  thoughtful

Talents

accepting others  humorous  sharing
artistic  listening  singing
athletic  making-things-happen  speaking
building-things  mechanical  thinking-ahead
cooking  memorizing-things  trivia
creative-thinking  music  working-well-with-children
dancing  predicting  working-well-with-people
decision-making  sensing-needs  writing

Based on Teen Mission Statement Builder: http://www.franklincovey.com/cgi-bin/teens/teens-msb/part01/index.html and Sean Covey’s book Seven Habits of Highly Effective Teens p. 86-91. All graphics are copyrighted and used with permission from FranklinCovey. All rights reserved. Modified and revised by R. Zogby, certified 7 Habits instructor, Calkins Road Middle School, 2006.
A *personal mission statement* is a brief description of what you want to focus on, what you want to accomplish and who you want to become in a particular area of your life over the next one to four years. It is a way to focus your energy, actions, behaviors and decisions towards the things that are most important to you.

**Task:** To write a 10-15 sentence personal mission  
**Audience:** Your classmates, Mr. Zogby and your parents  
**Purpose:** To help you focus on your personal goals as a student, a teenager and as an individual

**The Great Discovery™**  
*(A Mission Statement Pre-writing Activity)*

This activity will help you to create your own Personal Mission Statement.™ Taking your time to seriously consider your answers to the following questions will help you to define your values, principles, and what matters most to you in your life.

**What Is Character?**

The qualities that you admire about people in your life are various aspects of their “character.” It is what distinguishes them as who they are.

You have the opportunity to develop your own character or qualities to be as admirable as is the character of the people you admire. As you work through these mission-building exercises, carefully consider your own character and your vision for your life, and begin formulating a plan that will start moving you in the direction you want to go.
Discovering Yourself Through Others
Consider the Life of Someone Else

Think of a person who made a positive difference in your life. This individual can be anyone--perhaps a parent, a teacher, a historical figure, a friend, a leader, or a relative. These people may or may not be aware of their influence on you.

What 5 qualities does that person have that you would like to develop? (See list of qualities attached)

________________________________________  ______________________________________  __________________________

________________________________________  ______________________________________

20 Years From Now...

Imagine 20 years from now--you are surrounded by the most important people in your life. Who are they and what are you doing?

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

What Do You Value?

If a steel beam (6 inches wide) were placed across two skyscrapers, for what would you be willing to cross? Lots of money? Your pet? Your brother? Fame? Your best friend? Your parents? Think carefully and explain your choice.

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________
What Interests You?

If you could spend one day in a great library studying anything you wanted, what would you study? (You may choose as many or as few as you want).

__________________  __________________
__________________  __________________

What Do You Love to Do?

List 5 things you love to do. It could be singing, dancing, drawing, reading, running, daydreaming ... anything you absolutely love to do! You may write as many or as few as you’d like.

__________________  __________________  __________________

What Inspires You?

Describe a time when you were deeply inspired:

____________________________________________________
____________________________________________________
____________________________________________________

Think in Terms of Relationships

Another way to think about your life is in terms of the people who are important to you. Identify three people you consider to be significant in your life, perhaps a parent, a brother or sister, or a friend...

__________________  __________________  __________________
Project Yourself Forward In Time

Five years from now, your local paper does a story about you, and they want to interview the people you mentioned as significant in your life. What would you want them to say about you?

Write 3 words he or she would use to describe you.

_____________________ says I’m: ____________________
_____________________
_____________________

_____________________ says I’m: ____________________
_____________________
_____________________

_____________________ says I’m: ____________________
_____________________
_____________________

What Represents You?

Think of something that represents you ... a rose, a song, an animal, whatever. Why does it represent you?

__________________________
__________________________
__________________________

Who Do You Admire?

If you could spend an hour with any person who ever lived, who would that be? Why that person? What would you ask?

________________________________________
________________________________________
________________________________________

Based on Teen Mission Statement Builder: [http://www.franklincovey.com/cgi-bin/teens/teens-msb/part01/index.html](http://www.franklincovey.com/cgi-bin/teens/teens-msb/part01/index.html) and Sean Covey’s book *Seven Habits of Highly Effective Teens* p. 86-91. All rights reserved. All graphics are copyrighted and used with permission from FranklinCovey. Modified and revised by R. Zogby, certified 7 Habits instructor, Calkins Road Middle School, 2006. Second revision by R. Zogby, 2008
Consider Your Strengths and Talents

Everyone has one or more talents. Consider your strengths and talents--those that others recognize in you, as well as any strengths that others may not see.

Write up to six words that represent your personal strengths or talents. Here are some suggestions, but feel free to use your own:

<table>
<thead>
<tr>
<th>Accepting others</th>
<th>Listening</th>
<th>Speaking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artistic</td>
<td>Making things happen</td>
<td>Thinking ahead</td>
</tr>
<tr>
<td>Athletic</td>
<td>Mechanical</td>
<td>Trivia</td>
</tr>
<tr>
<td>Building things</td>
<td>Memorizing</td>
<td>Writing</td>
</tr>
<tr>
<td>Cooking</td>
<td>Music</td>
<td>Working well with people</td>
</tr>
<tr>
<td>Dancing</td>
<td>Predicting</td>
<td>Working well with children</td>
</tr>
<tr>
<td>Decision-making</td>
<td>Sensing needs</td>
<td>Creative thinking</td>
</tr>
<tr>
<td>Humorous</td>
<td>Sharing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Speaking</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Working well with people</td>
<td></td>
</tr>
</tbody>
</table>

Talent 1: ________________  Talent 4: ________________
Talent 2: ________________  Talent 5: ________________
Talent 3: ________________

Your Personal Mission Statement

The information you’ve just provided is ready to compile into a first draft of your mission statement. Remember, this is only a rough draft. Take time to review and personalize it even more. Remove, rephrase, and add thoughts or ideas with particular meaning to you. Make it inspirational! Continually work to detect and refine your mission.

Please take your time. This is not a race.
Ideas to Get You Started with Your Rough Draft

Here are some sample personal mission statement sentence templates to get you started. You may use these templates as seeds to get your creative juices flowing.

Feel free to combine these sentences in any way to carve your own unique personal mission statement.

"In order to ... [what you want to achieve, do or become]... so that [reasons why it is important]. I will do this by ... [specific behaviors or actions you can use to get there]."

"I value ... [choose one to three values because ... [reasons why these values are important to you]. Accordingly, I will ... [what you can do to live by these values]."

"To develop and cultivate the qualities of ... [two to three values/character traits that I admire in ... [an influential person in your life]... so that ... [why you want to develop these qualities]]."

"To live each day with ... [choose one to three values or principles]... so that ... [what living by these values will give you]. I will do this by ... [specific behaviors you will use to live by these values]."

"To appreciate and enjoy ... [things you want to appreciate and enjoy more] by ... [what you can do to appreciate/enjoy these things]."

"To treasure above all else ... [most important things to you] by ... [what you can do to live your priorities]."

"To be known by ... [an important person/group]... as someone who is ... [qualities you want to have]. by ... [some other person/group]... as someone who is ... [other qualities]...; ..."

Good Luck!

Based on Teen Mission Statement Builder: [http://www.franklincovey.com/cgi-bin/teens/teens-msb/part01/index.html](http://www.franklincovey.com/cgi-bin/teens/teens-msb/part01/index.html) and Sean Covey’s book Seven Habits of Highly Effective Teens, p. 86-91. All rights reserved. All graphics are copyrighted and used with permission from FranklinCovey. Modified and revised by R. Zogby, certified 7 Habits instructor, Calkins Road Middle School, 2006. Second revision by R. Zogby, 2008.