



# Personal Vision Statement





*If you don't have a vision you're going to be stuck in what you know. And the only thing you know is what you've already seen*

LYANLA VANZANT

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## What's it all about?

We often spend considerable amounts of time wrestling with organisational vision and mission statements, yet we seldom take time to step back and think about our personal vision. Being a freelancer tends to mean it is even less likely you will have had time to consider your own vision.

## What's it for?

This tool will allow you to create or review your personal vision statement. Going through the process can help you:

- Clarify what is important to you
- Ensure your values and purposes are aligned with your work
- Make progress towards longer term goals
- Understand your aspirations
- Celebrate your strengths and achievements

## Using the tool

The personal vision tool gives you a number of prompts to help guide you through the process of developing your vision statement. Ideally, you will do the exercise on your own but it can help to have someone you trust to share your answers with. The tool can take as much or as little time as you have available. Ideally, you would set aside an hour for the first responses. You can then come back and review your responses at a later date.

## Personal vision prompts

1. What are the ten things you most enjoy doing? These are the ten things without which your weeks, months, and years would feel incomplete.
2. What three things must you do every single day to feel fulfilled in your work?
3. Spend some time identifying four or five examples where you have had personal success in recent years. These successes could be at work, in your community, at home, etc.
4. Is there a common theme or themes to these successes? What are they?
5. What are the intangible benefits you want from your work?
6. If you never had to work another day in your life, how would you spend your time instead of working?
7. Make a list of the ways you could make a difference. In an ideal situation, how could you contribute to any or all of the following?
  - a. the world in general
  - b. your work
  - c. your family
  - d. your friends
  - e. your community
8. Make a list of your personal goals, perhaps in the short-term (up to three years) and the long-term (beyond three years).

Using your responses above write your Personal Vision Statement. Take your writing through several steps so that you are refining the statement each time, try using:

- 200 words
- 100 words
- 50 words

If you really want to push yourself see if you can reduce it to a 6 word sentence

# What Next?

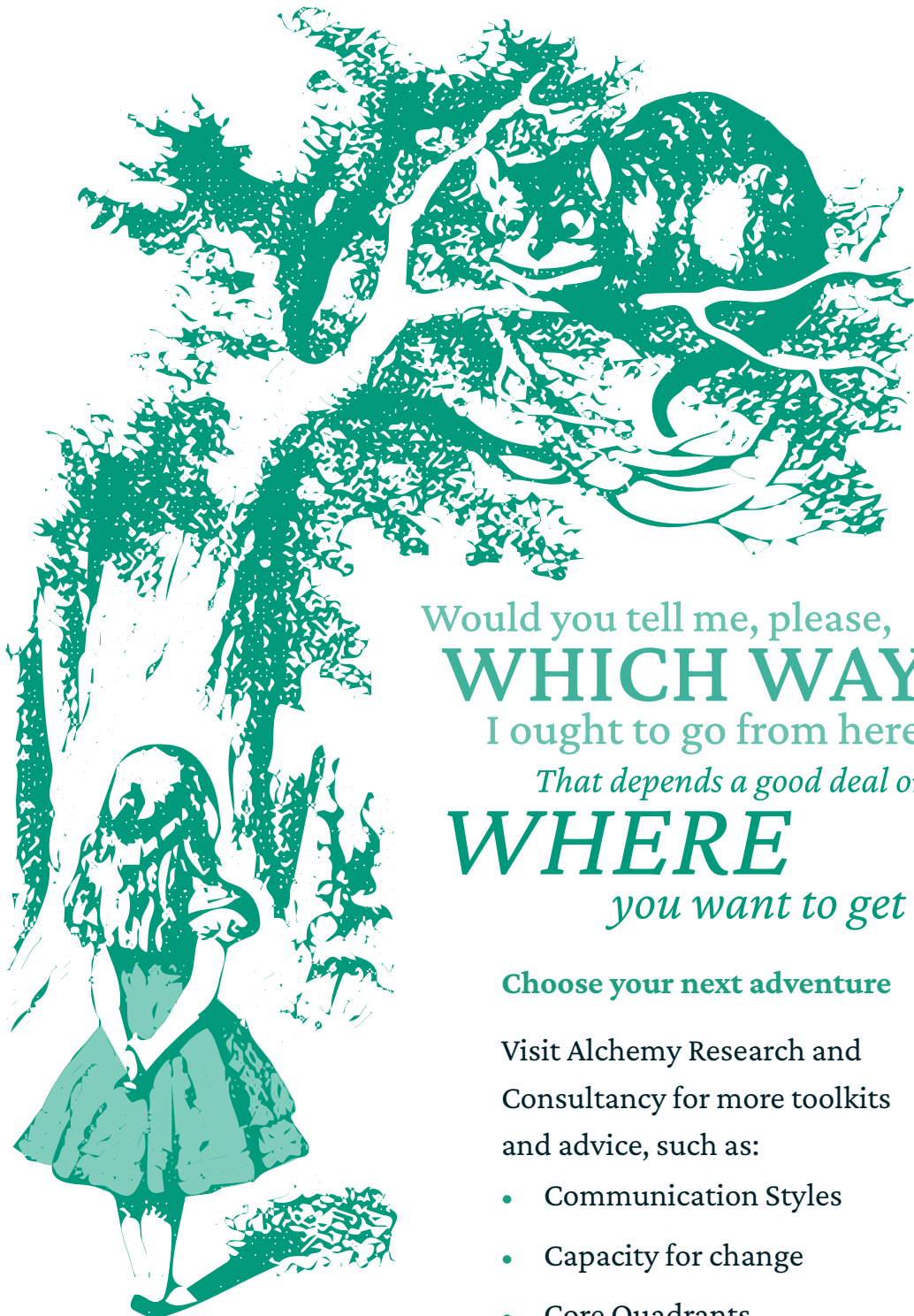
Ask others if they have a personal vision and if they are willing to share it with you. Compare your different approaches. Research some organisational vision statements and consider how well they might fit your personal vision, what do they tell you about the kind of organisation they might be? Come back to your statement in six months and see if needs amending.

## Quick tips

- Try not to overthink the process, go with your immediate responses and then spend time reflecting
- Answer the prompts as honestly as you can
- If you are stuck for an answer to any of the prompts keep a journal for a week and write down anything you think of that relates to that question



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I ought to go from here?  
*That depends a good deal on*  
**WHERE**  
*you want to get to.*

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