



“CREATING A PERSONAL INTENTION STATEMENT” PRINTABLE PDF

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& Coach

Instructions: Use this 3-step handout to write down a short statement related to an area in your life that you would like to improve or enhance. Have you ever done this before?

If not, welcome to the club.

Very few people consciously think about what values matter most to them and how this could change their lives. The nice thing about setting an intention (or personal mission statement) is that it is uniquely yours! Below are several different life areas (with examples) of statements. A mission statement need only be a single paragraph (about 3-4 sentences long).

As you begin, here are some guidelines to follow:

1. Your mission statement does not have to be perfect! In fact, part of this assignment is that you go back over and over to rewrite and rework it. Personal statements take time to craft; so be patient with yourself and know that you will, more than likely, change it in the future.
2. Your mission statement will not include specific goals. This is a broader statement that relates to the values you want to bring to any area of your life. The goals come later.
3. Think about sharing your statement with those who you trust. Find out if others have statements like these. Or, you can examine the intentionality of someone you admire—this could be a historical figure, a friend, or a family member.



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Step 1. Choose from one of the following LIFE AREAS for your Personal Intention Statement:

- Physical Health
- Emotional Health
- Spiritual Health

Example: My intention is to find balance each day so as to nurture my mental health. I will make time to notice and value the little things that are already at my side. Also, I will open myself to positive resources and others as a way of finding hope and resilience.

- Parenting
- Marriage/Relationship

Example: My intention is to create loving relationships that manifest the values of respect, cooperation, kindness, generosity, harmony, and ease. I commit myself to bringing patience, honesty, and transparency into the relationship.

- Friendship
- Financial
- Daily Joy
- Career

Example: My intention is to bring an attitude of deep appreciation and gratitude to my work. I will strive to have my work serve others in a helpful and supportive way.



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Step 2. Use the values list below to identify the values that matter to you. **Circle** those value words that matter to you and which feel right to include in your statement:

- Trust
- Appreciation • Openness
- Caring
- Compassion • Gratitude
- Patience
- Peace • Kindness
- Respect
- Humor • Honesty
- Encouraging
- Spirituality • Cooperation
- Calmness
- Gracious • Thoughtfulness
- Reliability
- Tenderness • Love
- Willingness
- Grateful • Sharing
- Expressive
- Prayerfulness • Sensitivity
- Humility
- Compromising • Loyalty
- Friendliness
- Relational • Empathy
- Self-acceptance
- Acceptance

If you have additional words or phrases not noted above, write these on another sheet



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Step 3. Using the value words you chose, write a first draft: My Personal Intention Statement for (Family, Career, etc.). _____ Is as follows:

Reflections:

1. How does it feel to have a Personal Intention Statement? What is one way your commitment to this statement could create a positive difference for you or others?

2. What specific goals or actions can you think of that would support your intentions? Write these down below. Make sure these are small and simple goals to begin with! You can track your goals to make sure that you are supporting your intention to the best of your ability.

3. Consider carrying your statement with you by writing it on an index card and looking at it several times daily. How can you develop a plan to accomplish this?
