

How to Write a Personal Mission Statement

Materials needed: notebook paper, pen

Step 1: Divide your paper into four columns, and label them as follows:

- List 1: 3-5 Things that I want most out of life (think in broad terms)
- List 2: 3-5 Things that I want to do for others (again, be broad)
- List 3: 3-5 Things that I believe make me special (more specific)
- List 4: 3-5 Improvements in my life or achievements I can accomplish right now (very specific)

Step 2: Looking at your lists, circle the item from each column that most relate to each other and that most resonate with you.

Step 3: Using each of the four choices you picked, complete the statement by filling in the blanks.

I will _____, (Take the circled item from List 4)

using my _____, (Take the circled item from List 3)

to accomplish _____, (Take the circled item from List 2)

and in doing so, also achieve _____

(Take the circled item from List 1).

Your statement will need some re-working and tweaking.

Keep playing with it until it feels right.

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