

## **COACHING TOOLS**

### ***Personal Credo***

A credo reflects on the governing principles by which organizations relate to their member, clients, staff, vendors, the media, the public and others. This is an exercise to help you assess life-governing principles.

Imagine that you've been given a 6-month sabbatical from your work, all expenses paid. You're going to a beautiful location, but you have to abide by some stipulations. You can take some books and music, and you can take your family or a friend. But you can't take any work. And you are not allowed to communicate with anyone at your place of work – not be cell phone, pager, fax, e-mail, or any other way.

Before you go, you're asked to write a memo that will guide the people who'll be doing your work in your absence. Your employer wants you to list the principles, standards, and values that will guide those who are filling in for you and steer their decision making while you are gone.

Write the memo. Keep it short – no more than two or three pages. Then discuss it with a coach or someone who knows you well to discuss how it reflects your values.