

WORK SATISFACTION AUDIT

Carefully consider each item in the **ten work/life satisfier groups** to see how well it describes your own daily thoughts, feelings, and/or behaviors. On a scale of 1-4 (1= not much/ 4= very well), indicate how closely each statement seems true for your current work experience. At the end of each section, add up the numbers you've circled to create a total for that group of items.

Group One:

- 1 2 3 4 I know I'm good at most of what I do at work.
- 1 2 3 4 I wake up most work day mornings eager to get to the tasks of the day.
- 1 2 3 4 I keep current with new developments in my area of expertise.
- 1 2 3 4 The tasks I enjoy doing most are the ones that are most important in my job.
- 1 2 3 4 I get to do the things that inspire me, either at work or in the community.
- 1 2 3 4 My work still feels vital and fresh to me.
- 1 2 3 4 I have skills that I'm called upon to teach to others, and I like that.
- 1 2 3 4 I'm regarded by others as very proficient in the work I do.
- 1 2 3 4 It's exciting to me to have new things to learn about the work I do.
- 1 2 3 4 My job requires the skills and information that are really fun for me.

Group One Total _____

Group Two

- 1 2 3 4 Things are run the way I like them to be at work.
- 1 2 3 4 I have good coaches and mentors for my work.
- 1 2 3 4 The managerial style of my organization works for me.
- 1 2 3 4 I'm getting the right blend of autonomy, guidance and collaboration.
- 1 2 3 4 My team knows me well and values me.
- 1 2 3 4 I'm able to be myself at work and still be accepted.
- 1 2 3 4 We laugh and have a good time at work.
- 1 2 3 4 I feel satisfied for now with the position I'm in.
- 1 2 3 4 I have respect for the abilities and styles of my teammates.
- 1 2 3 4 My team members and I have complementary skills.

Group Two Total _____

Group Three

1 2 3 4 I generally expect things to go well at my job.

1 2 3 4 I experience a good mix of stretch goals, some constructive mistakes, and good learning at work.

1 2 3 4 I have more good days than bad days at work.

1 2 3 4 I'm confident at work because my roles and goals are clear to all, and I'm able to fulfill them.

1 2 3 4 I'm generally a half-full, rather than half-empty, kind of person.

1 2 3 4 When problems occur at work, I don't take them personally.

1 2 3 4 I take good care of myself because I know I do better work when I do.

1 2 3 4 I don't waste time worrying about whether I'm doing a good job or not, because I believe I am.

1 2 3 4 Even when people don't give out much praise, I feel able to evaluate how well I'm doing.

1 2 3 4 I have high standards for myself, and I generally meet them.

Group Three Total _____

Group Four

1 2 3 4 The structure of my work day fits my own natural rhythms well.

1 2 3 4 I like the way my work space looks and feels.

1 2 3 4 The implicit or explicit dress code of my organization fits my preferences.

1 2 3 4 I'm able to vary my tasks and activities so as to stay focused and energized for most of my work day.

1 2 3 4 I have the right amount of space, light and fresh air in my work area.

1 2 3 4 The travel requirements of my work feel all right to me.

1 2 3 4 I have the right balance of alone time and collaboration at work.

1 2 3 4 I have the freedom to eat or take breaks when my body feels the need.

1 2 3 4 I'm able to make my work space(s) feel like "mine" as much as I want to.

1 2 3 4 The pace of work is right for me—not too slow or too fast.

Group Four Total _____

Group Five

1 2 3 4 I feel comfortable sharing my views and values at work.

1 2 3 4 I really believe in what my organization is trying to do.

1 2 3 4 The choices I need to make at work fit my own values.

1 2 3 4 I'm proud to tell people where and how I work.

1 2 3 4 I have good friends as well as colleagues at work.

1 2 3 4 I feel that I fit in at my place of work.

1 2 3 4 I don't have to hide who I really am at work.

1 2 3 4 My organization "walks the talk" about the things I believe in.

1 2 3 4 I feel that my over-all life purpose is well-aligned with where and how I'm working.

1 2 3 4 The structure of my job leaves me enough time to do the other things I think are important.

Group Five Total _____

Group Six

1 2 3 4 My commute to work is easy enough for me.

1 2 3 4 I feel I'm paid fairly for the amount of responsibility I have.

1 2 3 4 The length of my work day seems reasonable to me.

1 2 3 4 The vacation system is generous enough to keep me from getting too fatigued—and I take all my vacation days.

1 2 3 4 I can get flexibility and special accommodations when I need them.

1 2 3 4 The financial "norms" of my work group fit me—my friends and colleagues at work have about the same discretionary income I do.

1 2 3 4 The social expectations of my work group are compatible with how I want to spend my time.

1 2 3 4 I can be successful at work and still have time for a full community and family life.

1 2 3 4 If I needed to work a reduced or flexible schedule (either periodically or permanently), my organization would let me do that without penalty.

1 2 3 4 My employer gives me the tools and resources I need to do a good job.

Group Six Total _____

Group Seven

1 2 3 4 The work I'm doing now is positioning me for where I think I want to be next in my work life.

1 2 3 4 I have a longer-term plan, and I'm focusing on how to make it happen.

1 2 3 4 I'm learning new things and developing skills and competencies to help me make it happen.

1 2 3 4 The people with whom I interact at work are able to help me do my job better.

1 2 3 4 I belong to community or professional groups that help me think longer-term about how my work fits into my over-all life plan.

1 2 3 4 I feel that I'm being valued for my work.

1 2 3 4 My supervisor knows about my life and work plans, and helps me think about my next steps.

1 2 3 4 In my organization, ongoing training and skill development is readily accessible.

1 2 3 4 My job requirements leave me time and opportunities for collaborating or networking with people I need to know better.

1 2 3 4 This job helps me to develop and sustain my self-confidence.

Group Seven Total _____

Group Eight

1 2 3 4 I believe I'm being compensated fairly by industry standards.

1 2 3 4 I know I'm valued at work.

1 2 3 4 Rewards seem to be fairly distributed at work.

1 2 3 4 My benefits package is adequate for my needs.

1 2 3 4 There is flexibility in how rewards are granted at work—so I'm able to have what I need.

1 2 3 4 I have a title and responsibilities that match my competencies and my experience.

1 2 3 4 Our performance review system is fair and helpful.

1 2 3 4 I believe that my supervisors or department heads have a realistic picture of my abilities and contributions.

1 2 3 4 My immediate supervisor lets me know when I do something great.

1 2 3 4 The developmental experiences I'm getting (courses, training, coaching, conferences, etc.) are just right for me in scope and frequency.

Group Eight Total _____

Group Nine

1 2 3 4 One of the best things about my work is that I get to keep learning.

1 2 3 4 The new skills I'm adding make me feel good about work.

1 2 3 4 My boss urges me to take advantage of growth opportunities.

1 2 3 4 I enhance my own skills by collaborating with others at work.

1 2 3 4 My good work gets showcased to others in the organization.

1 2 3 4 My supervisor expects me to set stretch goals and offers the support I need to reach them.

1 2 3 4 At work I'm encouraged to learn the things that interest me most and adapt my tasks to fit what I really enjoy doing.

1 2 3 4 Even if there has not been much change in my title, I like the fact that the work gets more challenging and interesting all the time.

1 2 3 4 It's exciting to get to do new things and take some risks at my job.

1 2 3 4 The pace of taking on more complex tasks as things change at work is right for me.

Group Nine Total _____

Group Ten

- 1 2 3 4 The demands of my work don't usually interfere with the other important aspects of my life.
- 1 2 3 4 My work doesn't keep me from getting enough sleep.
- 1 2 3 4 At the end of the day, I have time and energy enough to enjoy a relaxing or rejuvenating evening.
- 1 2 3 4 I'm able to be successful and still make enough time for relationships.
- 1 2 3 4 I'm able to schedule events in my life because the demands of my work week are generally predictable.
- 1 2 3 4 I don't let my work schedule keep me from getting regular exercise.
- 1 2 3 4 I make sure not to give all my best energy to my work.
- 1 2 3 4 My boss understands the need for the range of activities in my life.
- 1 2 3 4 I plan my leisure with as much care as I schedule my work.

Group Ten Total _____

SO WHAT DO YOUR SCORES MEAN?

- #1 Right match of work with your current salient skills, interests _____
- #2 Right boss and team structure for you _____
- #3 Your own confidence and optimism _____
- #4 Right daily environment and rhythms for you _____
- #5 Right mission and values for you _____
- #6 Compatible expectations, norms, supports _____
- #7 Right position for next career moves _____
- #8 Right reward system for you _____
- #9 Opportunity for relevant challenge and growth _____
- #10 Whole life compatibility _____

The list above gives you an indication of just how well the circumstances of your current work actually fit all of who you are now. Are you satisfied with your scores? Are you surprised? Can you see how you might make some changes, or how you might talk to others at work about some of the organizational shifts that need to happen? Take some time to talk with friends, family, colleagues or supervisors about what you might adjust in order to have a better fit between your work as you're experiencing it now and what you'd really like. After all, not only your career success, but also your health—both mental and physical—is on the line here!



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