

My Career Development

1) Introduction

Where are you in your life and career today?

Who are you as a person and professional today?

What do you want to do in the future?

Which opportunities, limitation and choices do you have for your next career-step?

Where do you want to work?

What are your goals for your next career-step, and how do you plan to reach them?

Considering your current job, in which career stage do you find yourself today?
(5min 55sec into the movie) (Exploration, Advancement, Maintenance, Change, Decline)

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2) Step 1 - Looking INWARD: *Self-assessment and Future assessment*

Career dilemma

Why are you in need of a career plan?

Work life experience

Which work experiences have formed you into the person you are today?

Career values

What is important for you in your job?

What gives you satisfaction and joy at work?

Drivers

What drives and motivates you in your private life?

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What drives and motivates you in your job?

Interests

What are you passionate about?

What are your preferred tasks and areas of interest?

What gives you energy?

What would you want to do more of?

Competency profile

My skills – What are your strengths?

My knowledge/expertise – What are your areas of expertise?

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My personality – who are you as a person?

Personal barriers

What stops your development?

Work-life balance needs

What is a good work-life balance for you?

Are there things in your work life that restrict you in your private life, or the other way around?

Future assessment: start creating a career vision

What are your ideal work tasks?

What is your ideal work environment like?

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What are your ideal work conditions?

What kind of life quality do you strive for?

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3) Step 2 - Looking OUTWARD: *Reality testing*

Alternative Career step options

Which career action step is best for you (at this moment)? (11min 50sec into the movie)
(Enrichment, Vertical, Exploration, Lateral, Realignment, Relocation, Redirection, Create your own job, External, Remain in current role)

Research

Who has information about your alternative career step actions?

Network

Who is in your network?

Who knows people that you know? How is your network inter-connected?

Interviews

Who can you talk to in order to get information on whether this is the step for you to take?

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4) Step 3 - Looking FORWARD: *Create a plan and start your next career step*

Short- and long-term goals

What type of life and career would you like to have in 7 years?

What type of life and career would you like to have in 3 years?

What is the focus in your life and career this year?

Create your development plan

What is your long-term goal?

What is your short-term goal?

Which competences do you need to develop?

Who supports you in the process to reach your goals?

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Which obstacles do you encounter? Who can help you to get through them?

Create a vision about you achieving your goal!

Think of an alternative goal – what’s your plan B?

Prepare your development meeting

What do you need to discuss with your manager?

How can you prepare for this meeting?

How will you communicate, so that you can be clear about what you want?

What can you offer the organization?

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What kind of support do you need to reach your goals?

Personal marketing

Update your CV and your profile at LinkedIn!

Job action plan

Update your network continuously!

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