Creating A Strategy For Career Progression

University System of Georgia

University System of Georgia Benefits
Centered on You.
Learning Objectives

- Understand the process of career planning
- Explore practical ways to advance your own career
- Discover ways to approach the conversation with a manager
- Develop a healthy and proactive attitude for progression
Activity

Your Current Career Goals

Write down three things:

- Where you want your career to be in ONE year.
- Where you want your career to be in FIVE years.
- Where you want your career to be in TEN years.
What Is Career Management?

Career management is the combination of structured planning and the active management choice of one's own professional career.
What steps do you take to manage your career?
Driving Your Career Forward

50% Less than 50% of employees see viable advancement opportunities with their current employers.

33% Only about a third of managers effectively discuss career development during the performance management process.
Taking Control

Pushing the launch button on your career

- Knowing your aspirations
  - Where do you want your career to go?

- Seeking new skills
  - What skills could you develop to help you get there?

- Having the right attitude
  - How can optimize your chance of success with your attitude?
Taking Ownership Of Your Career

Prepare
Connect
Consider what skills you’d like to develop
Develop your own strategy

Arrange a meeting
Describe your personal vision
Ask for what you want
Remember; asking for what you deserve is an important career skill
“Opportunities don’t happen. You create them”

Chris Grosser

What potential opportunities could you create in your career?
Ignite Your Professional Fire

• Ignite the fire of your career ambition.

• To keep your career goals in focus you should have a plan that exploits what motivates you.

• Take the initiative and utilize some of your downtime to learn more about your career possibilities.
A Conversation About Your Career

- Take notes… a lot!
- Set an agenda
- Practice… then practice some more
- Consider the 3C’s
- Agree on what growth represents
Career Conversation
12 Top Tips

1. Not always with the boss
2. Make it informal
3. Sometimes unplanned
4. Don’t have to take a long time
5. Provide different support at different times
6. Focus on who, what and why
7. Reflect on experience
8. Enable clarity of direction
9. Enable a change of perspective
10. Aid decision making
11. Build networks
12. End with action
Four Important Questions

1. Are my goals reasonable?
2. Would you recommend a different path?
3. What do I need to do to become more qualified for future opportunities?
4. Are there any special development opportunities?
Consider Getting A Mentor

• Mentoring offers support, knowledge and guidance to enable individuals to develop their professional practice and attain their career goals.

• With the transfer of business knowledge and skills, there is a spread of best practices throughout the organization.
Did you know…

When a person is given a promotion, 85% of the time it is due to attitude. Only 15% of the time it is due to intelligence and knowledge.

What factors do you think contribute to having a positive attitude?
Tackle Any Limiting Beliefs

Are you standing in your own way?
Examples of limiting beliefs…

- I’m not good enough
- I already know everything
- People will judge me
- I’m too old/young
- I am not qualified enough
- Other people are better than me
- It’s too risky to put myself out there
1. Make the habit of doing it now.
2. Develop an attitude of gratitude.
3. Get into continuous education program.
4. Build a positive self-esteem.
5. Stay away from negative influence.
6. Learn to like the things that need to be done.
“IT IS BETTER TO BE PREPARED FOR AN OPPORTUNITY AND NOT HAVE ONE THAN TO HAVE AN OPPORTUNITY AND NOT BE PREPARED”.

WHITNEY M. YOUNG, JR.
Thinking Back To Your Career Goals…

- Are they specific?
- Are they measurable?
- Are they optimistic yet realistic?
- How can you pair actions with each goal?
Activity

Your Revised Career Goals

Write down three things:

➢ Where you want your career to be in ONE year?
➢ Where you want your career to be in FIVE years?
➢ Where you want your career to be in TEN years?
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Please Note: First time users will need to establish a Username and Password.
Thank you!

Questions