

Career Kickstarter



WEEK 3



Amazing if



You're now in the 3rd week of your Career Kickstarter programme. We like to space things out over each week so you take the time to learn, reflect and apply everything we go through.

We know from experience that this is the best way to make everything we share with you stick and make a difference!

This week, our focus is on exploring your career options, and it's more important than ever with the careers we are all experiencing. Previously, you could plan your career and there was an element of predictability to how and when you would progress. Now, our Squiggly Careers are much more unpredictable. Our organisations are changing around us. New roles are being created and old ones that may have been on our plans are disappearing. Technology means we can work in new ways and also that the talent pool has been opened up. We're no longer just competing for roles from people in our company or people who live near to the office. Now, people can do their role from anywhere! It's a great opportunity, but it does require a different approach to navigate it all successfully.

In this environment, you need to know what motivates and drives you and what you're great at. The good news is that we covered that in Week 1 and 2 of the programme.

We also need to think broadly about how you can apply those insights to different opportunities for your future. Instead of limiting our thinking to a career plan, we want to open ourselves up to exploring career possibilities.

That's why this week we'll be sharing a process with you called 'Job Scanning' to identify common themes about roles that appeal and consistent themes they rely upon. We'll be using the 'Career Steer' exercise to think about people whose careers you admire and get to grips with what specifically it is about their journey and their jobs that excites you. Finally, we'll stretch your thinking with our 'In/Out Option' tool, to generate new roles you could explore right now!

Let's get started!

Helen & Sarah



Job Scanner – Part 1

Some people fall into the trap of only looking for a role when they want one. The challenge with this is that it can lead to you being reactive about the opportunities available and having a narrower circle of reference when you're looking at potential jobs.

Looking at different roles before you actually need them can help to spark your thinking about the different elements of jobs that appeal to you and use your talents. The perfect job might not be out there yet, but you might be able to piece it together by looking at lots of different jobs and give yourself a bit more clarity in the process! By looking ahead, you might also realise that there are some skill gaps that you could invest in now, so that you learn ahead of the need and put yourself in a great position!

Thankfully, technology has made job scanning really easy. Our favourite tool to use is the LinkedIn Jobs app, but there are lots of different digital recruitment platforms you can use.

To get started, use the LinkedIn Job apps (or alternative) to search for roles that interest you.

- Keep your search broad, choosing areas or disciplines that interest you. For example – Sales Executive, Finance Manager, Brand Manager...
- Scan through the jobs and save any ones that catch your interest. Don't question it too much at this stage. Go with your gut.

Next, shortlist 6 jobs that excite you the most and dig a bit deeper. In the table below, write down the title and the key words in the description that really appeal.

Job 1

Title:

Company:

Keywords:

Job 2

Title:

Company:

Keywords:

Job 3

Title:

Company:

Keywords:

Job 4

Title:

Company:

Keywords:

Job 5

Title:

Company:

Keywords:

Job 6

Title:

Company:

Keywords:

Job Scanner – Part 2

Looking at your shortlisted roles, can you see any recurring themes that are showing up?

Below, identify those things and write down why they appeal to you.

THEME	APPEAL
THEME	APPEAL
THEME	APPEAL

Finally, we need to look at the skills that these roles require.

It may be that these are skills you already have, or it might provide some insight into areas of development for you to invest in. Go back to the job descriptions and look at the skills each of them require. Write these skills down below.

Skills I need to have:



Career Steer


We all have people we look up to and respect. Thinking about people whose careers inspire you can help you to identify new possibilities for your own career.

To do this, write down 3 people whose careers you admire:

1 _____

2 _____

3 _____



What element of the career of Person 1 appeals?

Why?

What element of the career of Person 2 appeals?

Why?

What element of the career of Person 3 appeals?

Why?

The In/Out Option

Our final exercise is designed to stretch your thinking about your possibilities. It's very easy to fall into the trap of seeing the role immediately in front of you, but challenging your assumptions about what roles might be in or out of scope can provide new opportunities to explore.

The matrix below has 4 different role options for you to consider:

1. **The Logical Opportunity:** Jobs that are in your current company and in your current profession
2. **The Expert Opportunity:** Jobs that are out of your current company and in your profession
3. **The Exploratory Opportunity:** Jobs that are in your current company and out of your profession
4. **The Discovery Opportunity:** Jobs that are out of your company and out of your profession

Capture as many different roles as possible that fit the description.



Reflect /Action Plan

The aim of this week's course is to open your thinking about the different routes your career could take and inspire you to explore new opportunities.

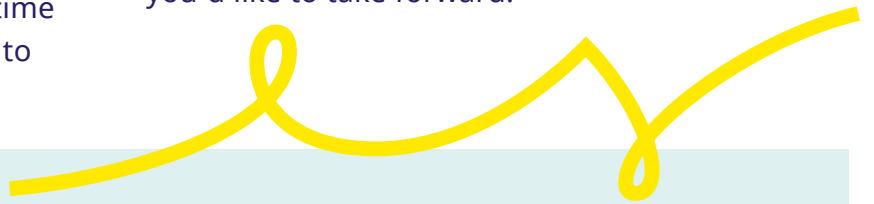
Through the three exercises in this week's programme, you should have identified lots of different possibilities and now it's time to focus on the actions you are going to take forward.

This might include setting-up a conversation with someone to explore one of the roles you have identified or creating a learning plan for one of the skills you might need to develop for your future.

Reflect below on any areas you'd like to spend a bit more time on and the actions you'd like to take forward.

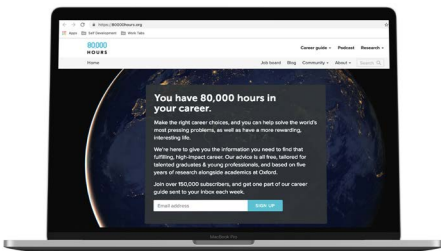
What would you like to spend more time on?

What action am I going to take before next week's course?



Resources

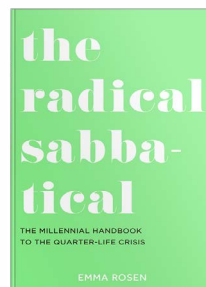
If you'd like to spend more time thinking about what makes you happy at work, here are some things you might like to explore.



EXPLORE

80,000 Hours website

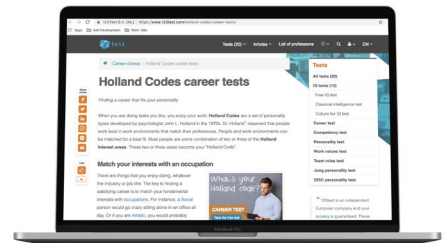
www.80000hours.org



READ

'The Radical Sabbatical: The Millennial Handbook to the Quarter Life Crisis'

Emma Rosen



DO

Holland Codes test

www.123test.com/holland-codes-career-tests/

