

Career Bundles

Welcome to...

- Module 1 – The Changing Look of Careers
First in a series of 6 independent modules

Overview of Career Bundles

6 Modules:

- 1) Career Planning
- 2) MBTI Assessment & Interpretation
- 3) Skills Assessment & Strategic Career Thinking
- 4) Résumé Writing & Networking Skills
- 5) Interview Skills & Mentoring/Coaching
- 6) Personal Learning Plans

Workshop Overview

- Putting things into context (where we are now – history that led to this point)
- Alignment (you and the organization)
- Career Tool Kit (resources & portfolio)
- Planning Tool – (holistic approach)
- Next Steps/Closure

The Changing World of Work

- New Work Relationships
- Multiple Careers
- Flexible (adapt to change)
- Aging Workforce/Retirement

The Way We Were

- Work hard, be loyal and be assured of job security
- Organizations “took care” of their employees
- Jobs were “boxes” – clearly defined, regular hours
- Well defined career paths, upward mobility

The Way We Are

- Fluid job descriptions
- Doing the work that needs to be done
- Secondments, Assignments, Deployments
- Team based work assignments, horizontal files
- Work vs. Job
- Self-managed careers

Benefits of Career Planning

- Develop meaningful career goals and objectives
- Manage the stress of organizational change taking control (sense of control)
- Develop a skill portfolio
- Increase job satisfaction
- Plan your learning needs
- Improve communications and alignment

Common Career Issues

- Work overload, lack of staff
- Work/personal life imbalance
- Skill/job mismatch
- Over achievers
- Education vs. Experience
- Constant change
- Language profile

Dependent Mindset

- Organizations provided job security, training, career mobility
- Employees were “taken care of” and were loyal to the organization

Commitment is to the Organization

Independent Mindset

- Things are changing; the world of work is uncertain
- Employees lose commitment and loyalty to the organization

Commitment is to Self-Survival

Interdependent Mindset

- Employees and the organization work in partnership for success and personal growth
- Employees are encouraged toward self determination, providing support for learning and fostering a positive work environment
- Employees manage their employability and skill development

Commitment is to doing good work for the success of the organization and personal growth

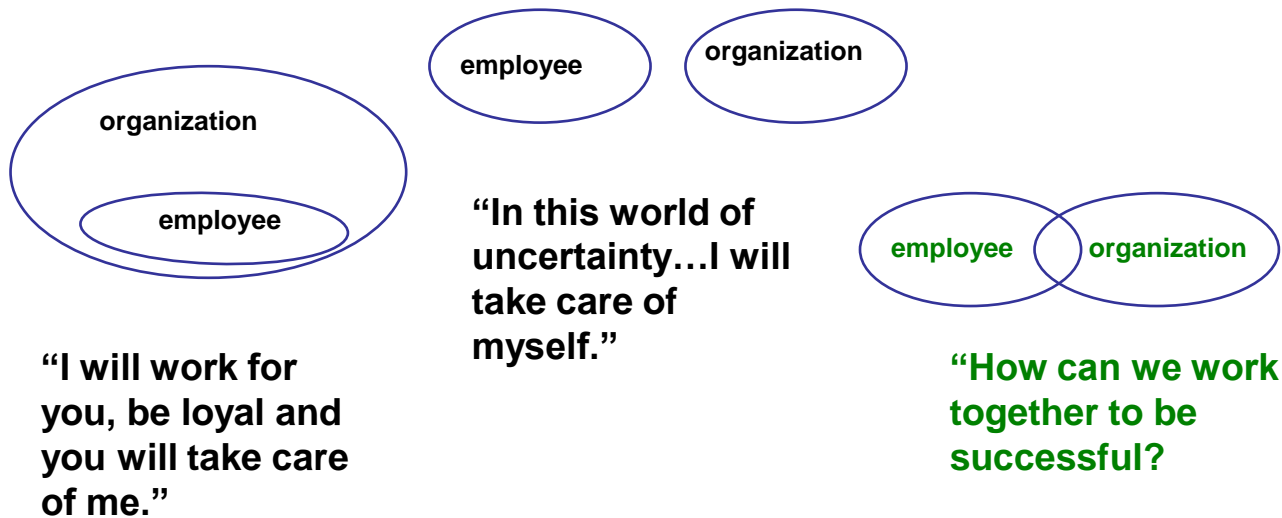
The New Employment Contract

In the new public service individuals need to assume responsibility for:

- Management of their own career
- Maintaining their skill levels
- Planning for future skill needs
- Adapting to new organizational needs and directions

The New Relationship

Dependent → Independence → Interdependent



Career Resiliency Quiz

- Complete & Score

Elements of Career Planning

Four Elements:

- **Self- Assessment:** What are my skills, abilities and work style? What are my values and interests? What is my vision?
- **Research:** What are my options? What are my development needs?
- **Goal Setting:** What is the best option for me?
- **Planning:** How will I get there? What steps do I need to take?

SMART Tool

- Power in written plans
- If you don't have a plan you are relying on your self-motivation, willpower & empowerment
- Can't stay "high" long enough to change behaviour to a habit

SMART Tool

- Plan moves you away from a false sense of self-reliance on empowerment, willpower & motivation
- Lives ~ flexible ~ fluid
- Change
- Park it (while life takes over, but not too long)

SMART tool in action

- Visioning: Go Big or Stay Home!
- Lights ~ Relax ~ Breath
- Where do you see yourself in 2-5 years (see, feel, & hear it etc.)

SMART Tool

- From Dr. Phil
- Have Choices ~ Take Action
- Life Rewards Action (Life Law) ...
not intention, not insight, not
understanding
- Do you react or act to what bumps
up against you?

SMART Tool

- Specific
- Measurable
- Attainable
- Realistic
- Time

SMART Tool

- Go ahead and give it a whirl.
- Just Do It! Do It!
- If your vision is too big/overwhelming break the plan down into smaller manageable goals (chunks)

Power in the written ... but, not magic

- Just because you write it doesn't make it so
- Have to work it ...
- Set your goals/priorities then work them
- "The difference between setting priorities and working them through sets a leader apart."
Health Canada Worksmarts

Career Bundles Module 1

“... think you can, think you can't
either way you are right.”

Henry Ford