



How Clear Are You About Your Career Path? 10th May 2022





Your Hosts for Today...



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We want to hear from you

1 What is the most common way of finding a new role?

- A. Network referrals
- B. Job search sites
- C. Recruiters
- D. Job fairs





Learning Outcomes



- Identify the key drivers in my career
- Consider how I can use my strengths to build my career
- Start to build clarity about the next steps in my career
- Identify what I need to do to get there



- Living in a world that is: Volatile; Uncertain; Complex and Ambiguous
- Things change: Politically, Economically, Socially, Technologically, Legally and Environmentally (and Pandemics!)
- Impacts what we do, how we do it and where we do it
- There is a need to be a proactive player in managing your career

What is a career path?

- A series of steps moving in a chosen direction towards a goal
- Challenges arise when we are unclear either of the goal or the steps to take

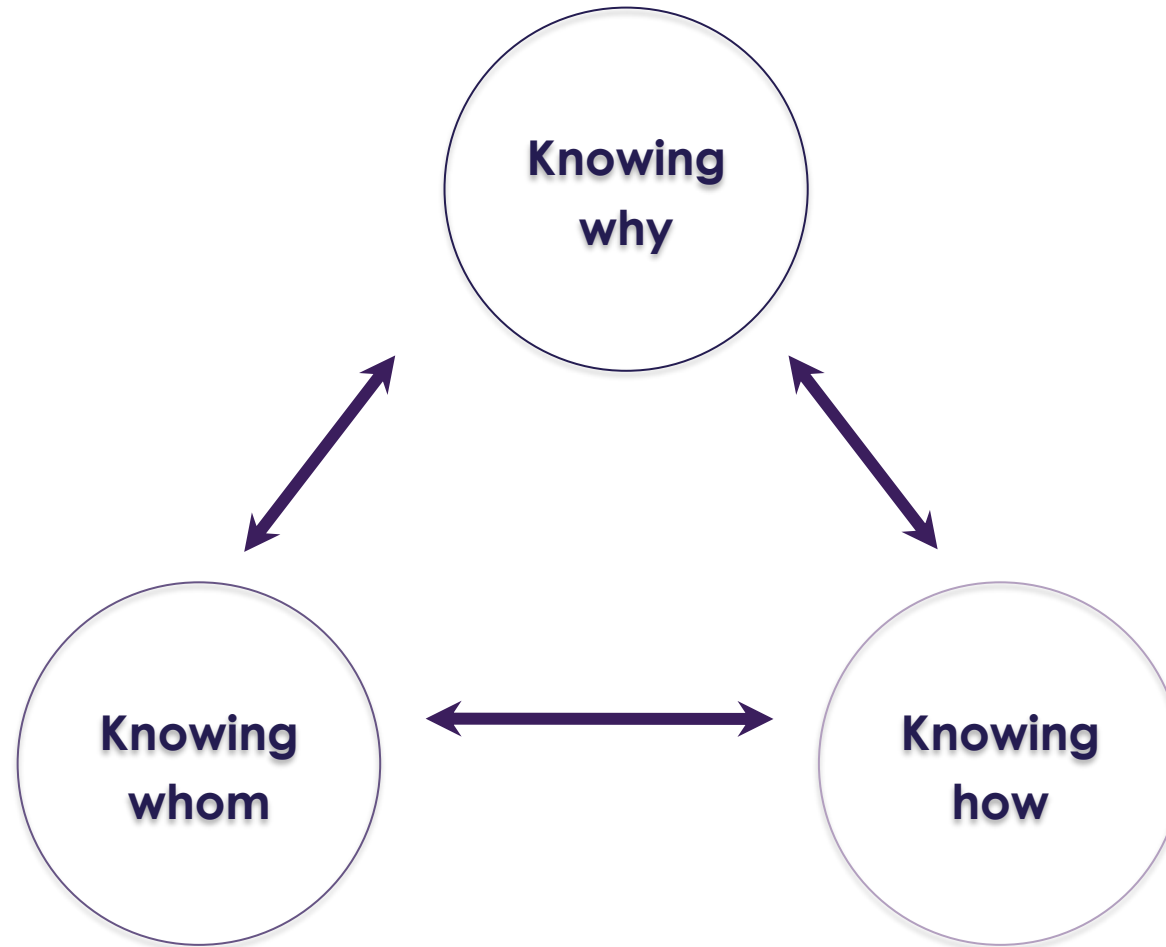


Careers are not Linear

Careers are no longer linear but can be like crazy paving



Framework for managing careers



(Arthur, Claman and DeFillippi 1995)

The 3 things you need to know

1. Knowing why: Your personal and career values/engagers, what motivates you
2. Knowing how: What you like doing and are good at, skills and strengths/talents
3. Knowing whom: Your network and brand

Using pre work reflections 1

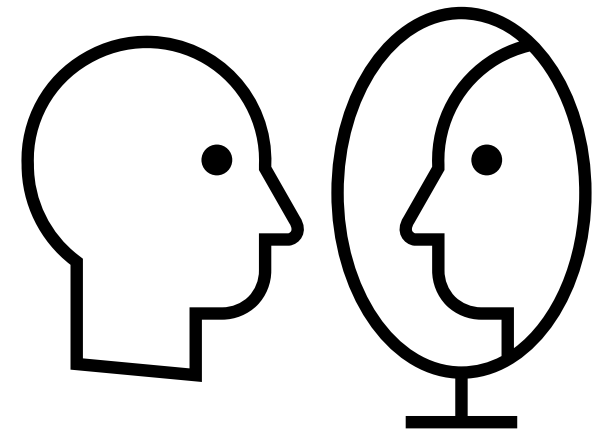
Strengths

- What are they?
- How can they enable me to build my career?
- How can I contribute to the organisation and add value by using my strengths?

Opportunities

- What are the opportunities?
- How can I match my strengths to these?
- What do I need to learn or do to use these opportunities?

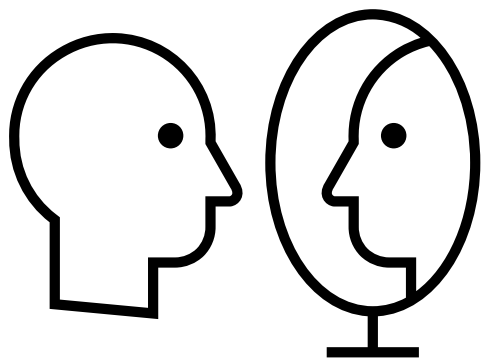
Take a minute to reflect and note down how you can approach these questions



Using pre work reflections 2

Weaknesses

- How can I minimize these?
- How can I use my strengths to compensate ?



Threats

- What are they?
- What can I do to anticipate and minimise the threats?
 - How can I work around them?

Life and career: what do I want?

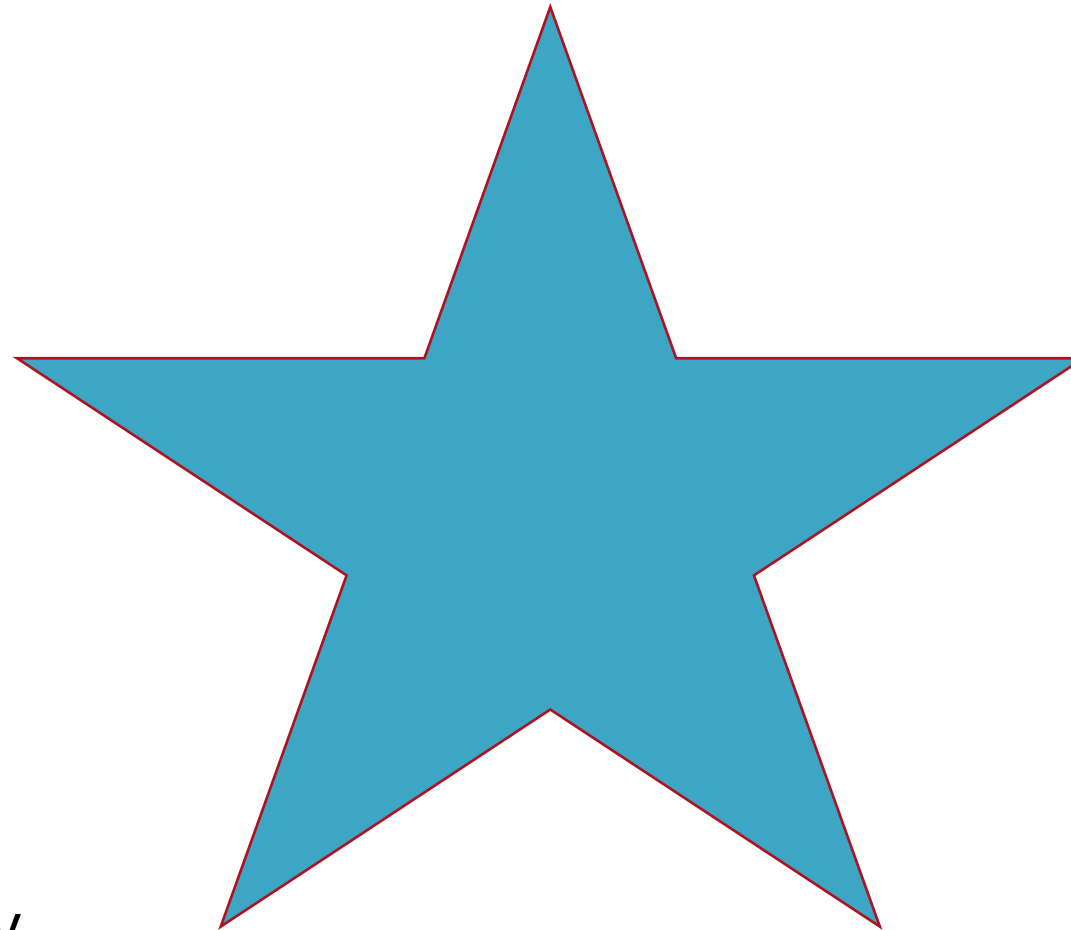
Career aspirations

Location

Income

Family

Friends





Future CV

Name:

Address/location

Profile statement

Key skills and strengths:

Roles/projects undertaken since 2022:

Development and education since 2022:

Complete for :

2 years from now

5 years from now

What actions can I take?

- Considering your strengths, opportunities and values (personal and career)
- What role do you ultimately want?
- What type of role do you want to do next?
- What skills do you need to build on or develop?
- How are you going to achieve this?



Skills and Experience Audit

| Skills and Knowledge for next role | Level I need to be at (1 - 5) | Level I am now (1 - 5) | The gap |
|------------------------------------|-------------------------------|------------------------|---------|
| | | | |
| | | | |
| | | | |

- Where is there a match?
 - Where are the gaps?
- How can I fill the gaps to reach my desired destination?

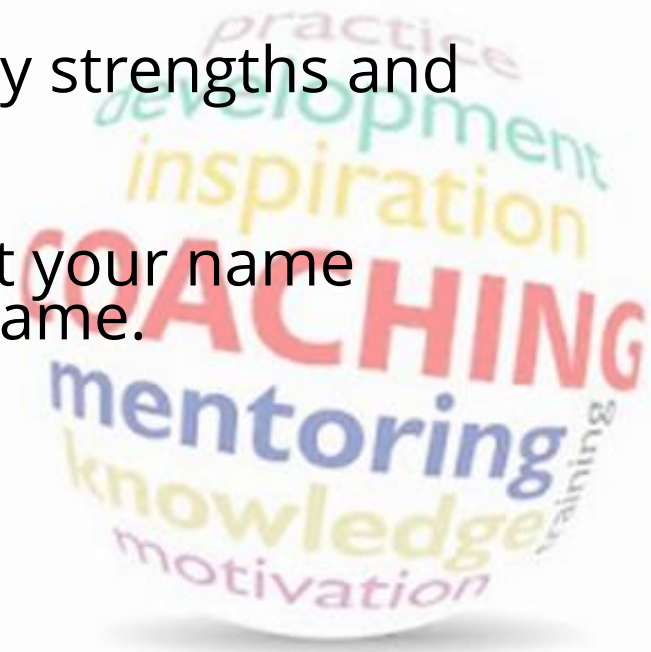
Who can help?

Manager: First line for career discussions

Mentor: Career and organizational guidance, advice, feedback and support. May have one inside the organisation and outside the organisation (normally not in your line management chain)

Career coach: Enables you to explore options, identify key strengths and values and plan career steps and how to achieve them.

Sponsor: Someone who will actively advocate for you, put your name forward and spend their political capital at work in your name.





Planning for the career conversation



| | |
|--|--|
| Who will I talk to? | |
| How will I set it up? | |
| What do I want out of it? What input will help? | |
| Scope of the conversation | |
| What questions/queries have I got? | |
| What information will I share? | |
| Timescales/timing? | |

Putting it into practice

- 1 learning point
- 1 or 2 actions
- What is the first step and when will you make it?





Thank You!

For any further questions, reach out to us on:

E-mail: career.development@undp.org



Yammer: Career Development & Experience

Or visit our intranet page on:

<https://undp.sharepoint.com/teams/TalentDevelopmentHub>