

Career mapping/review

Here are some useful exercises to complete if you wish to take stock and make some decisions about where you want to go next in your career. They are tools for reflection and/or decision making.

1. Overview

Write down:

- Your ambitions (these are primarily career goals, but can also include things associated with family, friends, community or material wealth)
- Interim goals and desires (as measures of progress certain achievements will be important (eg get married, buy a house, gain qualifications)
- Things that need to happen in order to pursue ambitions (to achieve ambitions certain measurable successes need to have happened, eg move to another organisation, gain experience, gain professional qualifications)

2. Career History

Look at CV / list of roles you've had (including current one).

- Rate each one 0-10 in terms of the value of the role to your career
- List the top 3 drivers for change that made you move on from each role (including your current role)
- In which roles have you been successful and why?
- What have you accomplished?
- What do these achievements say about you?

3. Current position

a) Considerations and constraints: list the things that are material to progression that need to be borne in mind, eg:

Geographic	Financial
Family	Professional qualifications
Friends	Professional experience
Hobbies/interests	Personal development
Values	

and note down short term, medium term and long term issues within each of the areas you've identified.

b) Employer lists: list all the employers that are relevant to your area of work/interests/values etc

This will be a list of all the organisations that you are aware of that are relevant to the type of role you are interested in and to your transferrable skills (depending upon geographic constraints listed under a).

c) Drivers for change: Give the following aspects of your current position a rating from 0-10 in terms of how happy you are with:

My current job

My current salary

My relationships at work

My commute

My career progression & prospects

4. Other useful questions to aid reflection

- ❖ What do you most enjoy about your work?
- ❖ Are there skills that you've acquired outside of work, or skills that you have that are not being utilised in your current role?
- ❖ How big a part of your life is work?
- ❖ What motivates you and, conversely, what frustrates you in the work setting?
- ❖ If you knew that you already have everything you need to develop your career, what would your next step(s) be?