

Career Coaching

New Year, New Career?

Take some time out to think about yourself and what fulfils you to help you to make the right choices

- What's important to you in a career?
- What working environment do you think you'll be happy in?
- What energises you most work-wise?

All these questions will help you to identify some possible avenues to move in to.

Figure out what it is you want: Look at what it is you really want to do and then you can try it out with work experience, or shadowing.

- What can your career give you?
- Do you want to commute?
- Do you want to be a manager
- Do you want to be part of a team?



Write two lists:

1. What you **do want** your career to have/be/include
2. What you **don't want** your career to have/be/include

Then work out what your skills and experience are and what you enjoy.

When you know what you want, you will find you will become so much more focused, creative and resourceful.

<http://careers.theguardian.com/career-change-advice> You may also get some ideas and benefit from a personality test such as Myers Briggs. Tests are available online and some are free.

Preparation for Interview

Well done you have landed that job interview - now what?

- Research the role
- Research the organisation
- Plan your route to the organisation
- Plan so you are there on time or 10 minutes before
- Dress appropriately for the type of job and organisation
- Make an impression
- Know who you are seeing so you know who to ask for
- Take your CV with you and any supporting qualifications
- Think about the questions you will ask
- Anticipate what questions you might be asked and prepare answers
- Listen carefully to the questions asked
- Communicate well and clearly
- Relax and enjoy the experience



Career Coaching

- Are you feeling overwhelmed and need support and direction?
- Do you have a challenging work situation and not sure where to go with it?
- Do you want a successful, sustainable and satisfying career?

Working with a Professional Coach could be the support you need to get you to a better and more fulfilling career. Contact me for an initial FREE 30 minute consultation.

All conversations confidential

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