

Career Development



OVERALL OBJECTIVE

The **Career Development** work session aims to assist participants to understand tools and approaches available for career and skills development. Learn how to create a personal development plan that is aligned to current work needs and future career needs, as well as the organization's needs. Gain techniques to market yourself as "Me & Co." - your own best product.

OUTCOMES

Participants will be able to:

- prioritize
- gain self-insight
- scan the environment
- set life and career goals
- create personal development plans
- take ownership of their own development
- assess all the relevant information and make plans accordingly
- plan adaptation of competencies to meet changing business needs
- market themselves as "Me and Co", that is, as their own best product
- understand tools and approaches available for career and skills development

CONTENT

- Focus on the Environment
 - Understand the changing world of work
 - What does the future job market hold?
 - Achieve career resilience

- Focus on the Organization
 - Gain a clearer insight of the corporate world
 - Understand the changing workplace
 - Determine the organization's strategy
 - Establish the organization's competency requirements
 - Plot potential career paths
 - What is a jobless company?

- Focus on the Individual
 - Gain self-insight
 - What stage of career planning are you in?
 - Define your ideal job
 - Learn from past experiences
 - Determine your career anchors
 - Identify preferred job characteristics
 - Determine your preferred learning style and pace
 - Gain self-insight into individual work characteristics
 - Establish support roles required and who can fulfil them
 - Assess your level of competency
 - Establish competencies that need to be developed
 - Confront personal barriers
 - Define career goals
 - Have a clearer perspective about what you want
 - Define career success for yourself
 - Determine your career-life needs
 - Set personal life-work goals
 - Manage your career
 - Create a strategic career plan
 - Create a life plan, development plan, performance plan, marketing plan
 - Action for a balanced lifestyle