

ESSENTIALS THREE | THE CAREER RESET PLAN

The Career Reset Plan



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THE CAREER RESET

Identify What You Want To Do And How You Want to Do It



DAY 1:

WHAT DO YOU WANT TO ACHIEVE IN THE NEXT 12 MONTHS

WHAT ASSETS/STRENGTHS DO YOU WANT TO AMPLIFY TO ACHIEVE THIS GOAL?

Strengths and/or assets can be any or all of the following;

- *Something you're naturally good at*
- *Something you have a lot of experience doing*
- *Something you really enjoy doing whether you're good at it or not (makes you feel strong)*
- *Relationships you have*
- *The way you think about certain things or yourself*

List the asset/strength and how you want to to amplify it. Fill up as much of the page as possible.

LIST THE STRENGTH OR ASSET YOU WANT TO AMPLIFY

Example:
Presenting in front of groups

HOW DO YOU WANT TO AMPLIFY THIS STRENGTH OR ASSET?

Start presenting at industry panels/key notes/functions etc

DAY 2:

WHAT WEAKNESSES OR MISSING TOOLS THAT YOU BELIEVE WILL GET IN THE WAY OF THIS GOAL?

Weaknesses/Tools could be any of the following

- *Skills that require development or outsourcing/delegation*
- *Education or training that would help you*
- *Behavioural development or blindspots*
- *Thoughts or beliefs that you choose to believe*
- *Relationships you need to nurture, repair or develop*
- *Support that you need*
- *People who need to know about you*
- *Content you need to develop*
- *Resources required*

Identify how you will address these weaknesses.

LIST THE WEAKNESSES AND MISSING TOOLS THAT WILL GET IN YOUR WAY

Example:

Not a great negotiator

Learn to listen more effectively

Lack self-esteem

No updated resume

IDENTIFY HOW YOU WILL ADDRESS THESE MISSING TOOLS OR WEAKNESSES?

Read articles + watch training videos
Define my negotiation skill goals
Start negotiating small things

Set a goal for kind of listener you want to be
Practice awareness everyday
Do a model everyday for a month

Work through How to Be Confident training in Aspire

Work through Resume training in Aspire

DAY 3:

BASED ON ALL THE STRENGTHS YOU WANT TO AMPLIFY AND THE WEAKNESSES YOU WANT TO ADDRESS, WHAT ARE YOUR TOP 6-9 BIG THINGS YOU WANT TO WORK ON OVER THE NEXT 12 MONTHS.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Your Career Reset Plan



Use the chart on the next page to summarize your plan.

For each big goal, identify what success looks like. You can describe your ideal behaviour, or completion of a task, or a quantitative success metric. Make sure you're as specific as you can be. It's important to know what your goal looks like

Select a time frame for when you want to start and end the goal. In some cases, there may not be an end date. For example, building your self-confidence may be an ongoing endeavour.

However, you can pick a timeframe where it would be the main focus of effort and practice, and then you can go into an ongoing *maintenance mode*.

Make sure you spread your goals out so you can constrain your focus to 1-3 goals at a time. And of those goals, no more than one behavioural goal at a time. Changing a behaviour takes a lot of focus and practice. I recommend using a coach to help you accelerate your results.

Next, choose the next five steps you want to take towards that goal. You don't need to know every single step you need to take to get to your goal. You just need to know the next few. Each step will inform another and then another

The key is to stay focused on achieving your goal.

Pick your next five actions, and then as you review your plan each week, you can identify new steps you want to take.

Identify who can help you with your goals or actions.

Do you need coach to help you focus in certain areas? Do you need a teacher? A friend? A mentor? Who would fit that role for you?

And if you don't know the exact person, identify the type of support you need and then use your action steps to go about finding the support. The support network module can help you get strategic about your support plan.

Finally, book time in your calendar to review your plan once a week. 15-20 minutes is usually enough. Revise your planned actions and celebrate your progress.

***** Take a couple of days to do the next exercise. Fill in the chart and then come back and take a second pass. If it takes you more than a couple of days, no problem. Take as much time as you need*****

Your Career Reset Plan

BIG GOALS	WHAT DOES SUCCESS LOOK LIKE?	TIME FRAME	WHAT ARE YOUR NEXT FIVE STEPS?	WHO CAN HELP YOU?
GOAL #1				
GOAL #2				
GOAL #3				
GOAL #4				
GOAL #5				
GOAL #6				

GOAL #7				
GOAL #8				
GOAL #9				

ADDITIONAL OPPORTUNITIES:

Once you have your plan in place, share it to get additional feedback. As I mentioned in the video, who you share it with depends on the task, but getting a third party to give you thoughts or ideas helps you expand your thinking.