




Work + *Biz*

Professional Growth & Development

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The Career Mantra

‘Do what you love.
Let your **passion**
become your
career ...’

Some bad news.

For most of us, that's not a realistic formula for a successful and rewarding career.



Attitudes for a Better Career

*Most people's **passions** are not that connected to their **education** or their **work**. Being a passionate snowboarder, eco-traveller or rock-climbing enthusiast is, for most people, not something that builds a career.*



Attitudes for a Better Career

Your passion = your career is a recipe for discontent & job-swapping.

Understand that your **passions** and your **career** are often quite different.



Here are five tips to a fulfilling and satisfying career ...

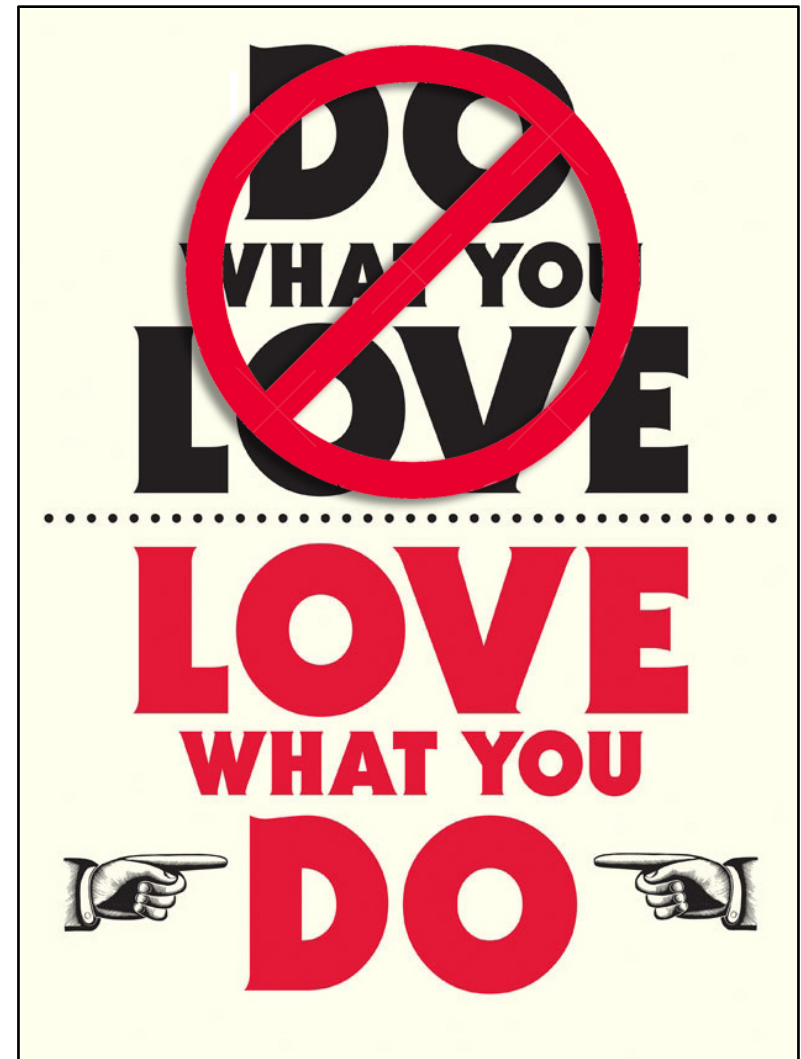


Attitudes for a Better Career

Time and experience can change the way we view work

There is an evolution in the way we think about work:

- initially, it's a **job** – just something to pay the bills
- over time, it can feel more like a **career** – a path toward something better
- it can become a **calling** – a passion in its own right and a key part of our life and identity



PRACTICE MAKES **PERFECT**

- With any job or work activity you get better over time and start to take more pride and satisfaction with your skills
- Be patient in your attitude to work – *passion comes from mastery and time*



Attitudes for a Better Career

Using a passion mindset – ‘What do I REALLY want?’ – will only emphasize the things you **don’t** like about your job

A craftsman’s mindset is ‘success is about quality’ – whatever your field

This approach drives ongoing improvement and pride in what you do.

Build a **CRAFTSMAN’S MINDSET**



Attitudes for a Better Career

It takes **10,000 hours** to be an expert at almost anything

Once you're at that level, practice in ways that drive ***new skills and move outside your comfort zone*** – learn to stretch your abilities to new levels and places

Deliberate practice like this is the only path to real mastery.

PRACTICE HARD



MOVE OUTSIDE YOUR COMFORT ZONE



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Attitudes for a Better Career



**Build
RARE &
VALUABLE
SKILLS**

People with expert & specialized skills are highly-valued.
This leads to jobs that allow for **creativity** and **control**

They're called 'career capital', and they set you apart

Work to do everything better – learning a new and valuable skill builds your career capital and prospects



Attitudes for a Better Career

You *will* make mistakes – big and small – They're inevitable and painful – but you learn from every one

They're part of the game – rebound and remember what each one teaches you

Learn to embrace your mistakes, not fear them – fear will only hold you back.

Don't Be AFRAID TO FAIL

WHAT WOULD YOU DO IF YOU WEREN'T AFRAID OF FAILURE?



Attitudes for a Better Career

The keys to a great career attitude?

- Love what you do
- Practice and build unique skills with the focus of a devoted craftsman.
- Don't fear failure

This will build a new and practical passion for your career, whatever it may be.



Seven Core Skills for any Job or Profession

*Skills are a **currency** in the working world – the more you have the more you're valued*

*Your specialty skills are key to your profession, **but there are broader core skills** that are even more important*

Here are seven of these broad skills ...

Skills are a



CURRENCY



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Seven Core Skills for any Job or Profession

Communicating effectively with your peers, colleagues, bosses, customers or staff

Different formats: face-to-face, phone, eMail, written pieces – *say what you want or need to say, concisely, accurately and appropriately*

With experience you'll learn which format fits each message

EFFECTIVE COMMUNICATION



Seven Core Skills for any Job or Profession

Organizational skills help you manage your time, workload and responsibilities better

They improve your work quality and reduce stress levels on the job

Two key organizational skills ...

- prioritize tasks effectively
- look ahead to find solutions to developing problems

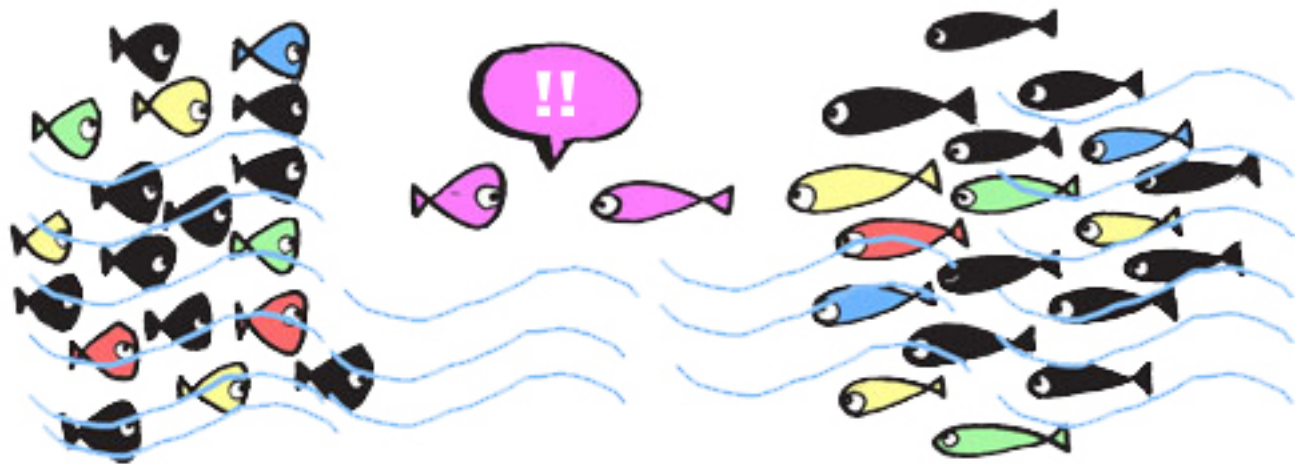
ORGANIZATION AND MANAGEMENT



Seven Core Skills for any Job or Profession

Negotiation is
based on
*knowledge of the
issues, confidence
and persuasion*

Being a patient,
focused and
skilled negotiator
can get you a
better job, higher
pay, new clients or
sales, and a more
motivated team



NEGOTIATION



Seven Core Skills for any Job or Profession

Learning to understand and analyze any given environment or issue – *looking at problems in a way that reveals and addresses strengths or weaknesses for each choice*

With this, you're able to arrive at the right decision **faster** and to have **confidence about creative options** you might not have considered before



Seven Core Skills for any Job or Profession

It's important to constantly evaluate the skills, strengths and weaknesses of the people around you and to learn how to delegate tasks and responsibilities in a way that plays to your team strengths and addresses its weaknesses

The better you work in groups as a leader or a team-member the better you'll all perform and succeed.



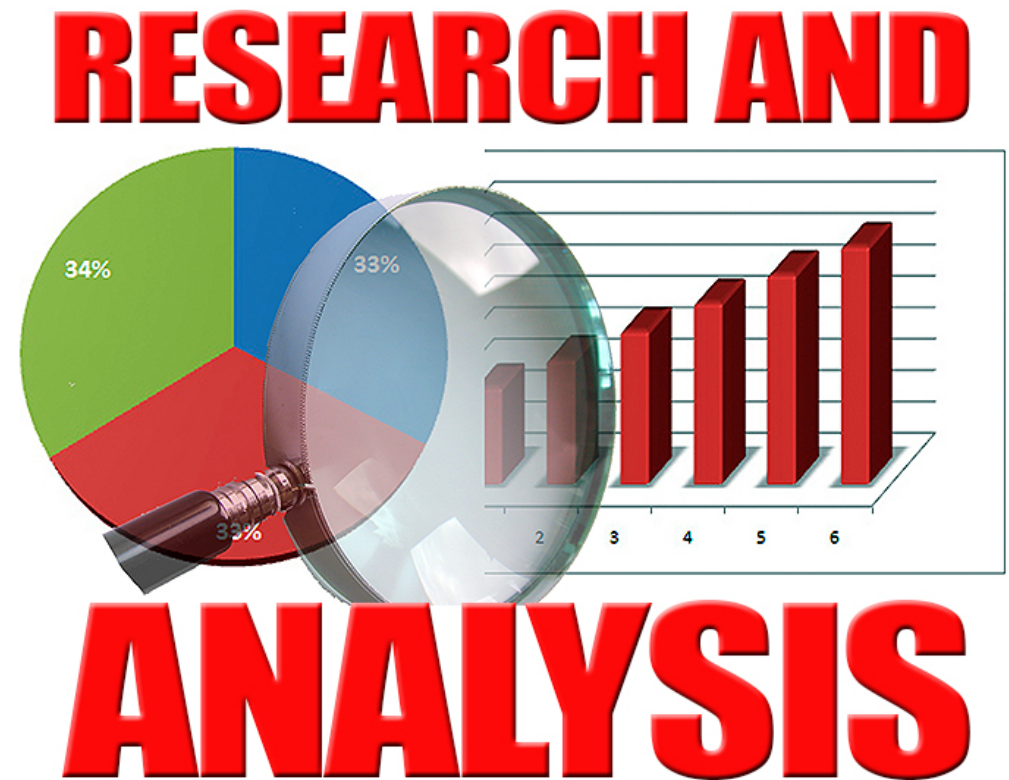
TEAMWORK AND DELEGATION



Seven Core Skills for any Job or Profession

The ability to quickly **find, analyze and evaluate information** and to recognize key patterns

Research on any opportunity, problem or situation and an analysis of the possibilities are key first steps to solving any problem or improving efficiency on the job



Seven Core Skills for any Job or Profession

Confidence can be gained, built on and focused to improve your attitude, morale and performance

Practice builds confidence: the more you do anything the more confident you'll be in doing it

Confidence is **visible** to others and it's **catching** – people recognize your confidence, and it builds respect for you



Key Takeaways – Attitudes



**Practice
Makes
Perfect**



**A
Craftsman's
Mindset**



**Get
Outside
Your
Comfort
Zone**



**Build
Rare &
Valuable
Skills**



**Don't
Be
Afraid
To Fail**



Key Takeaways – Core Skills



**Effective
Communication**



**Organization
and
Management**




Negotiation



**Critical
Thinking**



**Teamwork
and
Delegation**



**Research
and
Analysis**



Confidence



Q&A

DISCUSSION

