

HOW TO DESIGN YOUR CAREER GPS

What's your next career move?

A promotion? A new job?

Transition to a new industry?

How do you get there?

**You need a career GPS to “direct” you,
like the one in your car.**



Here are 10 tips for designing yours:

1. **Understand what drives you** – What drives you to succeed? Making money? Wanting a certain status and influence? Creating change? This steers your decisions unconsciously, so be honest about it, and own it.
 2. **Be excellent at what you do** – What are you good at? Be the best you possibly can, always. That's the foundation of your career. Keep current.
 3. **Identify your destination** – Your career GPS needs an address! What is the next job you want? Be specific.
 4. **Study the role** – What does someone in this role do every day? What do they need to know to do it well? Who do they interface with? Reach out to people in this role today and seek their advice.

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*Maria Blasé, Division President
Ingersoll Rand
on Green Connections Radio
podcast*

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5. **Deconstruct the path** – What career path did the people in this job take to get there? Study their biographies, speeches and writings. Look at their previous jobs, education and results they achieved and any special credentials.
6. **Discover how plum assignments and promotions are given** – Which projects lead to promotions? Who decides? Criteria? Meet or exceed that criteria. Build relationships. Ask!

“It’s really important to do something that scares you. To do something that you’re not quite sure you can do. so that we can grow.”

*Hannah Fairfield, Climate Editor
The New York Times
On Green Connections Radio
podcast*

7. **Identify your next moves** – What do you need to do this week, month or year to be closer to your goal? Write blogs? Ask for a particular assignment or promotion?
8. **Find “stretch” roles:** What stretch roles will prepare you for your goal job? What do you need to demonstrate to land those roles, and succeed in them? Ask!
9. **Articulate well** – People who communicate clearly and succinctly are listened to, valued and promoted. So, hone your communication skills and your presence.
10. **Blaze your own trail** – Your journey will be unique, because you are unique, with your one-of-a-kind combination of talents and gifts. Honor your uniqueness.

Steer your career deliberately – and be open to new opportunities.

For help navigating your career, contact Joan Michelson at joan@greenconnectionsradio.com or on our website. Follow her on Twitter for more tips @joanmichelson