

Career Readiness Workshop 1 ●●●

Career Growth Path



Learning Objectives

01.

Learn to identify core values and how to live into them

02.

Learn how to create your own Personal Growth Plan (PGP)

03.

Commit to Your Goal with KaiZen

Self-reflection on Personal Milestones

My Personal Milestones

My life purpose: *[E.g. "To be a teacher and to be known for inspiring my students to be more than they thought they could be" - Oprah Winfrey]*

Before you start planning your career path, think back on the way you have lived your life so far. What are some of the 5-year personal milestones you can recall from birth until today?

Biggest milestone:

.....

.....

.....

Biggest milestone:

.....

.....

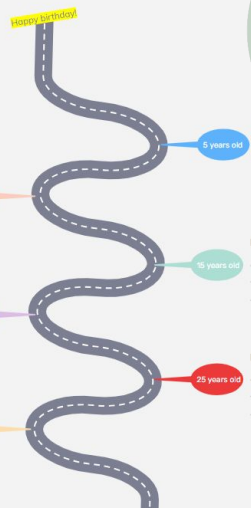
.....

Biggest milestone:

.....

.....

.....



5 years old

10 years old

15 years old

20 years old

25 years old

30 years old

Biggest milestone:

.....

.....

.....

Biggest milestone:

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.....

.....

Biggest milestone:

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.....

.....

Take a look at your Personal Milestones and ask yourselves the following:

1. How did you feel as you wrote down each milestone?
2. Do the milestones reflect your life purpose?
3. Do you think your milestones are aligned to your personal values?

What “Purpose” Actually Is?

Purpose is about :

Who we are?

What we love?

**What gives us meaning
and happiness?**

**What makes us want to
keep going?**

**How do we want to give
impact to those around us?**



The Purpose Formula

Your **purpose statement** defines who you are as a person



Personal Values

The **principles and moral values** we hold true and believe. Values act as **fuel** that makes a person able to continue to stick to their purpose

Activity 1 - Identifying Your Personal Values

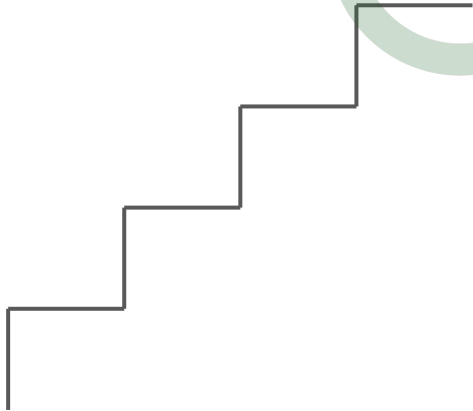
Step 1: Go to page 3 of your Career Journal.

Step 2: Select the 2 values that you identify with the most.

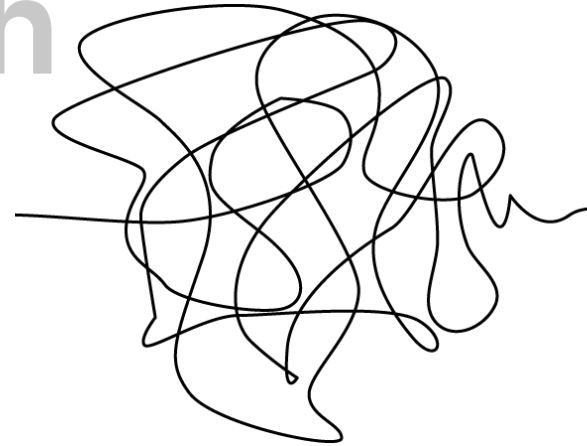
Tip: Start by selecting 10 or even 15 values, then narrow down your options by asking yourself these questions for each selected value: Does this define me? Is this who I am at my best? Is this a filter I use to make hard decisions?

Rethinking What A Career Path Looks Like

Conventional wisdom tells us a career path is vertical and linear (think career ladder).



But what if we told you that your career path could look like this?



Enter the “Squiggly Career”

Coined by two career development consultants Sarah Ellis and Helen Tupper, a squiggly career is a career that isn't limited to the conventional corporate ladder; instead, it is fluid and multi-directional.

This means, you can move vertically, laterally, or in a whole new direction with a different specialization altogether.



Personal Growth Plan (PGP)

Or should we call it *Personal Gigih Plan* 😏?

So, career path is squiggly. You can grow your career to many different directions. But, growing your career need a plan.

Your personal growth and development plan is a customized **blueprint for your life**. It starts with **your purpose**: *What will bring you the most happiness in life?*

From there you can determine the habits you need to develop, the skills and knowledge you must master and the step-by-step goals you need to achieve to get there.

Step 1: Establish A Clear Vision

Name : _____
Current (or desired) Role : _____

Values	1	
	2	
Purpose		

Write down the two values you found in previous activity

Remember the purpose you wrote in your CV/personal brand? Add them here or you can also review your purpose after finding your core values.

Adding your values and purpose in your PGP will create connection between the goals and actions you are doing with the Big WHY.

Step 2: Look for Development Opportunities



Questions to answer

Development Actions

1. On **Experience** - What opportunities do you have to acquire knowledge and practice new skills and behaviour? (e.g during my project with x)
2. On **Exposure** - Who can you learn from to broaden your knowledge? Do you have a mentor or colleague to help?
3. On **Education** - What offline and online resources can you leverage to enrich the knowledge in that area?

Research shows 70% of learning is on the Job (Experience), 20% of learning is through other people (Exposure) and only 10% comes from courses (Education), however we believe that the magic is in the mix!

Experience

On the job learning

- Expanding current role
- Stretch/challenging assignments
- Special projects
- Rotational assignments
- Being a volunteer
- Community involvement

Development Actions

Exposure

Social Learning

- Manager discussions (performance & career)
- Networking
- Sharing sessions

- Mentoring
- Coaching
- Professional or trade association

Education

Self-directed learning

- Instructor-led courses
- Self-study/online courses

- Books/journals
- Advanced degree/ professional certification
- Conference

Step 2: Look for Development Opportunities

Example

S = Specific

M = Measurable

A = Attainable

R = Relevant

T = Time-bound

Development Goal	Development Actions
<i>Create short-term, SMART goals</i>	<i>Options (the how) to achieve your goals</i>
Increase knowledge on Gojek products	10% Attend product knowledge session 20% Identify buddy
Improve customer focus	70% shadow GoCar drivers 70% Participate in customer research projects

Step 3: Formulate Action Plan

Every goal must be S.M.A.R.T - Specific, Measurable, Attainable, Relevant and Time-bound. Set specific actions and date for your Development Plan and stay committed to it. Discuss how you would like to measure success and don't be afraid to ask for help!

Timeline	Status	Success Measure

Questions to answer

1. What specific actions do you need to take and when to achieve your development goal?
2. What does success look like for you?
3. What support do you need from your mentor, manager or colleagues?

Step 3: Formulate Action Plan

Example

Development Goal	Development Actions	Timeframe	Status	Success Measure
<i>Create short-term, SMART goals</i>	<i>Options (the how) to achieve your goals</i>	<i>When you will do each of the action</i>	<i>Give remark on the progress</i>	<i>How you know your goal has been achieved</i>
Increase knowledge on Gojek products	10% Attend product knowledge session	March	Completed	Achieve 80% score
	20% Identify buddy	March	Completed	
Improve customer focus	70% shadow GoCar drivers	April-May	Ongoing	Share back user insights
	70% Participate in customer research projects	May	Not yet started	

Step 4: Review and Evaluate

- ❑ **Discuss and align with your Mentor figure** to finalize your PGP and start executing your plan!
- ❑ **Revisit your PGP quarterly** and track your development progress - reflect on what you've achieved and what you still need to accomplish. Changing mindset and developing new skills and habits take time so make sure you celebrate small wins!
- ❑ **Share your learnings** - This will help not only to grow but also to boost your team's growth!



Questions to answer

1. What are some of your progress and challenges?
2. What support do you need?
3. What have you learned that you can share with your broader team?

Personal Growth Plan

SAMPLE

Name: Putih-Putih Melati Alibaba

Role: Product Engineer

Values	1	Adaptability - being adaptable to different challenges at work
	2	Collaboration - believe in sharing common goals and sharing resources
Purpose	Building practical tech solution to improve economic opportunities for lower income families	

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Activity 2 - Let's Practice Creating Your Own PGP!

Step 1: Go to page 7 of your Career Journal.

Step 2: Start building your PGP based on the steps you just learned.

Tip: Do not overthink. Start from your GROW model and try to think the most feasible options to achieve your goal. You can always review and improve your PGP, even when you are implementing it! It's a gradual process.

Introducing...

改 善

Kai

Change

Zen

Wisdom

My Goal for 2023 is to accomplish the goals of 2022 which I should have done in 2021 because I promised them in 2019 and planed them in 2018



Commit to Your Own Goal with KaiZen



**Everyday
Same time
Consistently**



**Q&A
Session**

Homework:



Wrapping Up Your PGP

Continue building your PGP, we are giving you more time.

Your PGP is very important for career and journey in GenerasiGIGIH. During internship / capstone project, you will have more opportunity to discuss and review your progress with your mentor and your group.



Make Your KaiZen

How to do it?

1. Choose 1 goal and do it within 1 week, including the development action to achieve your goal
2. Take a picture of you when doing the action everyday
3. Put the photo on Career Growth Journal and tell us the experience doing your goal

Submit your homework via LMS by Thursday, July 27th, 2023, 23.59 WIB.

We'd like to hear from you. You can share your Reflective Essay after joining Career Readiness Class on your LinkedIn. *And don't forget to tag Yayasan Anak Bangsa Bisa and please submit the LinkedIn post link on LMS before Wednesday, July 26th 2023 at 23.59 WIB*

**Start creating your PGP
and Grow Your Career.**

***Good luck with your
career journey!***



“Everything is hard before it’s easy.” - Goethe J.W.

Now it is the time to implement all soft skills that we have learnt together in the class. It may not be an easy journey and you might learn the lesson in the hard way. But making mistakes and failure is the proof that we are trying. **So, let’s grow to be the #siGIGIH together!**

Before leaving, let’s make this memory last and take a wefie!



See you on the career readiness webinar and let’s connect on the social media!