



**TAKING CAREERS TO NEW REALMS
FOR LEADERS**

WHAT YOU CAN EXPECT FROM THIS DOCUMENT.

Thank you for downloading this document.

Career Management may not be new to you and your own Career management competencies could be at different maturity levels.

In this document

You can get **reassured** about many aspects of your current Career management practices.

You may also get some **reinforcement** about some Career management practices which you knew but somehow did not become a habit.

Some of you may find a lot of **new ideas** which you may want to incorporate into your Career Management approach.



If reading this provokes a lot of thoughts for you, my purpose would be served

SOME TYPICAL MEANINGS ASSOCIATED WITH TAKING CAREERS TO NEW REALMS

- Taking your careers to higher levels of the corporate ladder.
- Taking up careers in new fields.
- Getting your career back on track after a few setbacks.
- Finding how to align you Career to your vision of life.
- Smoothing a few rough edges in yourselves to increase acceleration.
- Enhancing your performance in your current assignments.



It may also mean – just staying relevant and stretching your employability

BUT WHY THINK OF TAKING CAREERS TO NEW REALMS, NOW ?

The way of doing Business is now changing even more frequently. In this Flat globalized business world, market opportunities for business do not have long time windows. Businesses are becoming more like Flash mobs – organizations which are able to mobilize the right skillset at the earliest only make revenues. Once the market opportunity is over, business needs to reskill and be ready for the next emerging opportunity

- Exiting businesses and quickly starting new businesses are throwing up different kinds of pressure on workforce like on-demand workforce... leading to outsourcing.
- Multi skilled people... flexible to fit into many different roles.
- Flexible workforce – one which can reskill quickly.
- Staying relevant in the workforce is now a constant issue to be managed. Isn't it ?

It is imperative that professionals need to sharpen their Career management competencies.

KEY CAREER MANAGEMENT COMPETENCIES REQUIRED TO TAKE YOUR CAREER TO NEW REALMS

At different stages of your career the following 3 Career Management competencies can come in handy

CREATING CAREER STRATEGY

Ability to create a long term sustainable competitive advantage for yourselves

STRATEGIC JOB SEARCH

Ability to find jobs proactively in your target industries for your targeted roles.

TRANSITION ACCELERATION

Ability to glide into your new roles very powerful within the first quarter to become the best person hired for specific role.



***CAREER STRATEGY: HOW TO CREATE AND MAKE IT WORK
FOR YOU***

HOW OUR CAREER STRATEGY WOULD HAVE EVOLVED SO FAR

COLLEGE DAYS

- Many of us became graduates or engineers and then chose a career to pursue !!
- Some of us identified our passions and made them the basis of our Career Strategy

SECOND DECADE OF OUR CAREERS

- By now, most professionals would have understood the kind of roles they like and the ones they don't. They know their own professional strengths and weaknesses to a great extent.
- The "go with the flow" careerists started realizing that they are often at cross roads, a little unsure of what their next career management step should be, Is it 'change the job' , 'change the role' or which 'competency to develop' and which one not to ?

FIRST DECADE OF OUR CAREERS

- Active Career managers – managed their moves in a planned manner
- "Go with the flow" careerists - took career turns as they came up.
- "Lost out" professionals - Some of us got lost and did not know what to do next.

THIRD DECADE OF OUR CAREERS

- Many of us would have had good first innings of our careers and now exploring Careers from different dimensions like fulfillment or impact or at least taking bold steps to pursue careers in their areas of interest.

While we have taken career management steps at every stage of our evolving careers, it is now emerging that a **conscious , objective Career assessment** and charting out a **Career Strategy** is becoming more and more mandatory .

10 DIMENSIONS TO CONSIDER WHILE EVOLVING YOUR CAREER STRATEGY

**Vision,
Mission,
Passions,
Values**

**Measure of
Success**

**Market
trends**

**Life Stage
priorities**

**Roles
Analysis**

**Personal
SWOT**

**Personal
Brand**

**Professional
network**

**Balanced
Development
plan**

**Strategic
actions**

10 DIMENSIONS TO CONSIDER WHILE EVOLVING YOUR CAREER STRATEGY ... CONTINUED



**Vision,
Mission,
Passions,
Values**

With most of us spending significant periods of time in our professional endeavors, our quality of life depends on how well we are doing in our careers. Aligning your life goals and career goals make the journey little better to manage

**Measure of
Success**

What does success mean to you ? In what way do you want to make an impact ? How would you assess if you have had a great Career 5-10-15 years from now ?

**Market
trends**

Considering yourselves as “service provider” of the specific value you bring to organizations, how do you see the market trend for your kind of service – is the market growing ? Shrinking ?,are the expectations changing ? what are some key drivers of this market ?

**Life Stage
priorities**

What are some life stage demands that you want to address now...What could emerge as your life stage needs in 5-10-15 years ?

10 DIMENSIONS TO CONSIDER WHILE EVOLVING YOUR CAREER STRATEGY ... CONTINUED

Roles Analysis

Which kind of roles get the best out of you, which get the worst out of you, which roles have you outgrown, which are some of your aspirational roles. How “eligible” are you for these roles . How “suitable” are you for these roles ?

Personal SWOT

In depth analysis of your Strengths, Weaknesses, Opportunities for your kind of expertise and Threats. Your own internal assessment as well as assessments from your confidants, 360 degree feedback & psychometric assesments?

Personal Brand

How are you known as ? By whom ? This image or perception of yours – would it help in your aspirational role or career path you want to pursue. What is your differentiation strategy? What is your visibility strategy?

Professional network

How do you leverage your professional networks to move ahead in your career. How diverse is your network. How well have you served your network ? How well are you known within your networks? How well is your network enabling your career success ?

10 DIMENSIONS TO CONSIDER WHILE EVOLVING YOUR CAREER STRATEGY ... CONTINUED



Balanced Development plan



What are some of your prioritized development plans ? How balanced is your development plan. How aligned is that with your aspirational career. How do you want to develop ?



Strategic actions

What are some strategic actions that you will have to take in next 3-6-12 month timeframe to ensure that you are moving in the direction of your strategy at the right pace ?

TYPICAL CHALLENGES PEOPLE FACE WHILE EVOLVING THEIR CAREER STRATEGY



- It is difficult to do all this thinking alone objectively.
- We may not be in a position to share all our thoughts to relatives or friends due to relevance & confidentiality.
- The more I think, the more I get disillusioned and hence procrastinate it.
- After running 24x7 in my work-life – I have no time and energy to engage in such serious reflection and self development action.
- My earlier actions to craft my Career Strategy backfired.
- Not validating our assumptions with confidant's or professional Career Strategists.
- Relying on “assumed constraints” and therefore restrict your options.
- Just waiting for Christmas to come !!

Like any other challenges, even these can be managed if you are aware and prepared for it

OPERATIONALIZING YOUR STRATEGY.. SOME TIPS TO ENSURE YOU MAKE THE MOST OF THIS

Career Strategy document: Like all plans, documenting your thoughts in a structured manner would serve you well in the long term.

Evolving your Career Strategy is not one-time activity, but a continuous process. It is more an “active” document than a “cast in stone” kind of document. Once the long term strategies are in place, be ready to take tactical actions to move ahead towards your goal.

As with all planning exercise the quality of results is only as good as the rigor of implementation.

As we all know we face challenging career situations from time to time and these are turning points where using your Career Strategy can help you to stay aligned.

And realize the value of your Career Strategy.



STRATEGIC JOB SEARCH

SOME CHALLENGES WE FACE IN SEARCHING JOBS AT LEADERSHIP LEVELS.



Learning the job market realities too late and being unprepared to respond for the same.

Managing confidentiality and approaching the job market without impacting your brand.

Limited opportunities and getting to know of these opportunities is difficult

Executive search firms and Job boards only help to a certain extent. Which in turn impacts self confidence.

Ineffectively conveying the value that we leaders bring to the table in interviews since many of us would not have been in such interview situations in recent times.

10 DIMENSIONS TO MAKE YOUR NEXT JOB SEARCH EFFECTIVE...

**Identifying
potential
roles**

**Identifying
target
companies**

SWOT

**Communications
crafting**

**Search
Strategy**

**Warming up
for
Interviews**

**Leveraging
your
networks**

**Being
prepared to
negotiate**

**Preparing
to onboard**

**Managing
energy
levels**

10 DIMENSIONS TO MAKE YOUR NEXT JOB SEARCH EFFECTIVE... CONTINUED



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graph TD; A((Identifying potential roles)) --> B((Identifying target companies)); B --> C((SWOT)); C --> D((Communications crafting));
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Identifying potential roles

Based on your “eligibility”, “suitability” & “preference” shortlist the kind of roles that you want to get into

Identifying target companies

Which are the target industries, sub industries and the key 5-10-15 companies in each category that you want to target for focusing your job search efforts.

SWOT

Self SWOT analysis w.r.t to the target roles, industries and companies in the current job market context

Communications crafting

Create your resumes, linkedin profiles and your elevator pitches to ensure that you are positioning yourselves appropriately with everyone helping you in your search efforts.

10 DIMENSIONS TO MAKE YOUR NEXT JOB SEARCH EFFECTIVE... CONTINUED



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graph TD; A((Search Strategy)) --> B((Warming up for Interviews)); B --> C((Leveraging your networks)); C --> D((Being prepared to negotiate));
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Search Strategy

Evolving a strategy to figure out what is the best way to find the job in your target companies.

Warming up for Interviews

Interviews are your 60 to 90 minute airtimes in front of your potential employer. It helps to be prepared with your best accomplishments in areas where you may get probed for the targeted roles.

Leveraging your networks

How would you leverage your existing networks ? Who will you approach? How will you ensure that your brand does not take a beating? What new connects would you have to establish ?

Being prepared to negotiate

How do you know the best salary ranges and how to negotiate for the targeted roles. How do you equip yourselves for this phase of your search?

10 DIMENSIONS TO MAKE YOUR NEXT JOB SEARCH EFFECTIVE... CONTINUED



Preparing to onboard

At leadership positions, job search time is also a time when you prepare yourselves to onboard into the next role in a powerful manner. An opportunity to correct some of your earlier mistakes.



Managing energy levels

Job search experience can look like a roller coaster ride for some. It is important to manage our emotional energies and be ready for the realities that we may have to face.



***TRANSITION ACCELERATION: LANDING POWERFULLY IN YOUR
NEW ROLE***

IMPORTANCE OF MANAGING TRANSITION WELL.

Many research reports show that transition times, if not managed well can be devastating:

About one-third of new managers and executives will fail at their new jobs and leave within 18 months, according to a 2005 study by Right Management Consultants.

"I need to prove myself and make my mark as soon as possible." Newly hired executives can make matters worse by putting unrealistic expectations on themselves



As Anne Fisher pointed out in New job?

Get a head start now – Fortune, 17-February, 2012, the failure rate for new executives "research shows has stood at about 40% for at least 15 years now" – "About 40% of executives who change jobs or get promoted fail in the first 18 months".

CHALLENGES DURING TRANSITION PERIOD

- Leaders arrive – “blindfolded” in many ways into the new organization or role, which increases chance of making ineffective decisions.
- Most organizations and supervisors may only provide limited support due to new leaders and various factors.
- New leaders themselves may not be fully aware of how to transition well and may waste crucial time in recovering from ineffective approaches.
- Leaders may not be fully aware of how their weaknesses or strengths are being perceived and how it impacts their brands in the new set of people in the new organization.

10 PERSPECTIVES TO BE ADDRESSED FOR EFFECTIVE TRANSITIONS

**Understand
Transition**

**Clarifying
success**

**Making
your boss
win**

**Getting to
know your
team**

**Fit in with
culture**

**Key
stakeholder
mapping**

**Avoiding
landmines**

**Comprehensive
discovery**

**Creating your
development
plan**

**Creating
your 30-60-
90 day plan**

10 PERSPECTIVES TO BE ADDRESSED FOR EFFECTIVE TRANSITIONS

Understand Transition

Understand transition challenges from multiple perspectives and be prepared to transition. Transition time starts from the time you accept the offer and not after you join

Discovery Plan

Though you were hired for your skills and experiences, you have landed blindfolded into the role manytimes (without knowing the culture, the opinion leaders, politics, unwritten rules). Create your discovery plan to read the situation from multiple perspectives quickly so that you are in a better position to take decisions.

Clarifying success

What is success in your role ? How is it measured ? What are the long term, short term performance expectations. What could be early wins, what could be strategic wins. Which kind of wins are considered to be just another operational win ?

Making your boss win

To make your boss win, you need to quickly understand his professional, personal aspirations,hir KRA's, his communication stlye, how he prefers to be kept informed, his pet projects, medium of communication. Also what are 5 things you can do to make him win ?

10 PERSPECTIVES TO BE ADDRESSED FOR EFFECTIVE TRANSITIONS

Getting to know your team

Getting to know them from a 360 perspective. Making initial impressions and then revisiting them based on the 30-60 day observations. Taking calls on non performances, initiating action to get new people onboard

Fit in with culture

Understand the culture – how decisions are made, how communication happens, how conflicts are handled, what are taboo's, what are unwritten rules. What you will have to do to be seen as someone who fits into the culture

Key stakeholder mapping

Knowing the key stakeholders who can impact your performance. Finding out and building bridges with them to ensure that you have the right support networks necessary to make you successful.

Avoiding landmines

Like any new zone, there could landmines which can derail your transition period and get into off tangent from your discovery process. Being aware of it, anticipating them can save unwanted problems to solve within your 90 days

10 PERSPECTIVES TO BE ADDRESSED FOR EFFECTIVE TRANSITIONS



**your
development
plan**

Every role requires some unlearning and new learnings to be done to be effective. Knowing your specific development plan from a overall perspective and taking actions to acquire them will ensure your brand does not take a hit down the line.

**Creating
your 30-60-
90 day plan**

Balancing between your needs to impress, organizations expectations to delivery results & your own discovery process, create an effective plan which can cushion you from early failures

WHAT'S YOUR NEXT STEP

Conscious Career Management is possible and essential to stay relevant in the Future of work.

What would be your next steps in this direction ?

Want to talk to a Career Strategist ?

Do feel free to reach out to me at : satish@rechargemycareer.com

All the best and have a nice Career ahead

Satish

MEET SATISH



Satish Chandra, India's first Career Strategist, enables mid-to-senior level executives to improved approaches to their personal career management. With over two decades of global experience and training in various facets of management—such as Services Marketing, Outsourcing, Program Management, Leadership Development, Talent Acquisition, and Personal Branding—Satish is poised to partner with his clients in their journey to discover well informed and powerful steps to excel as catalysts in their profession.

With a vision of empowering leaders to transform the world into a better place to live, Satish launched Rechargemycareer, a venture of MannOpeners to provide Career Coaching services. He's keenly aware of job market dynamics having worked as a recruitment head in corporations like Wipro, Aricent, Microland, and as a operational excellence champion at Careernet Technologies (one of India's largest recruitment consulting firm). Throughout his own career, he's been a pioneer of proactive career management while experiencing the realities of ten different roles across large, medium, and startup organizations in India, USA, and Middle-East Asia. In addition to his functional role, Satish had the opportunity to facilitate leadership training programs and psychometric assessments.

With his passion for self-development, Satish earned his credentials as a Professional Certified Coach (PCC) from the International Coach Federation and Reach Certified-Personal Branding Strategist (CPBS) from Reach Personal Branding. He is also a licensed Leadership Skills Trainer for Ken Blanchard's Situational Leadership II programs and a Trainer for Eagles Flight programs.

Satish values purposeful living and is a spiritual seeker trying to find joy in small thing.