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How to Mentor Yourself to Career Success

A 60-Minute Audio Conference

Wednesday, January 13, 2010

with **Morey Stettner**



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How To Mentor Yourself To Career Success

- ▶ **Plan Your Career Track**
- ▶ **Know Your Strengths**
- ▶ **Work Your Network**

- ▶ Self-mentoring requires honest self-assessment, situational analysis and a clear understanding (and prioritization!) of your goals.
- ▶ To assess yourself fairly, gather wide-ranging input from trusted sources. Use personality assessments. Evaluate results, not impressions.
- ▶ To engage in situational analysis, set goals going in. Then create measures so that you judge outcomes accurately.
- ▶ Plan and number your objectives. Simplify every step of the way. Reinforce what matters most with daily visual reminders.

- ▶ Identify your primary and secondary competencies. This helps you harness and develop your strengths.
- ▶ Enlist trusted allies to provide feedback on what you do well. Combine external input with internal confidence to list your “Top 3” competencies along with at least 3 supporting competencies.
- ▶ Every month, highlight a skill to add to your toolbox and take steps to improve.

When faced with a new or transfer assignment, ask yourself 3 questions:

- 1) In an ideal world, how would this unfold? What's the ideal outcome?
- 2) Realistically, what can I expect over the next 3/6/12 months?
- 3) What are the risks and rewards?

Combine online and off-line networking activities for best results.

ONLINE: Conduct an online search of your name, correct inaccuracies, update your accomplishments and delete unwanted material. Participate regularly in no more than 2 social networking sites (such as LinkedIn and Facebook).

OFF-LINE: Volunteer your expertise to a good cause, attend industry events and become a “clipping service” for your key contacts!

Whether you want a pay raise or more job authority, frame your request persuasively:

- 1) Set the context.
- 2) State what you want in clear, quantifiable terms.
- 3) Think in threes.

- 1) Mentoring yourself into defeat. Rampant negativity can obscure a more positive reality.
- 2) Dwelling on your weaknesses, not your strengths.
- 3) Setting a low bar.