

Taking Ownership in Your Career

GoSkills online course syllabus

Skill level

Beginner

Lessons

18

Accredited by

CPD

Pre-requisites

No prior experience needed

Video duration

47m

Instructor

Julia Toothacre

Introduction

1

Owning Your Career

Taking control and accepting accountability for your career goes beyond making a plan or simply having a career conversation.

Shifting Perspective

2

Regaining Control

You have more control than you think when it comes to your career.

3

Managing Your Mindset

Your mindset is an important factor in feeling like you can take ownership of your life and career.

Assessing Your Career Journey

4

Reflect on Your Career History

Your career journey starts with looking at where you have been in your career - both the positive and negative.

5

Assess Your Current Position

Assessing your current position gives you information about where you are now so you can determine any gaps or barriers.

6

Focus on the Future

Looking toward the future gives you a starting point to focus your attention and goals.

Your Work 'Happy Place'

- 7** **Owning Your Skillset**
Most professionals have a robust skill set, and identifying these skills allows you to find value in them.
- 8** **Leveraging Your Values**
Your values are why you make the choices you make. They are your deal breakers when it comes to decisions about your career.
- 9** **Staying True to Your Interests**
Part of owning your career is being clear about what interests you in the work you do.

Minding the Gap

- 10** **Solidify Your Next Step**
Taking ownership of your career means setting career goals that align with who you are.
- 11** **Identify Your Skills Gaps**
Being clear about the skills you possess and the skills you need to get to the next level is crucial.
- 12** **Build Your Network**
Building a strong network allows you to stay on top of industry and functional area opportunities and trends.

Taking Action

- 13** **Update Your Professional Pitch**
Once you're clear about yourself and your career goals, your professional pitch will need to reflect this information confidently.
- 14** **Overhaul Your Professional Materials**
Updating your professional assets with your new information and confidence is crucial.
- 15** **Advocate for Yourself**
When you take ownership in your career, you become more confident in what's working and what's not.

Looking Forward

16 Play the Long Game

Your career journey takes time, which means you should strive to view it with the long-term in mind.

17 Maintain Your Voice

Clarity and confidence allow you to speak your truth and have a voice when it comes to the trajectory of your career.

Conclusion

18 Ownership for Everyone

Get ready to incorporate the strategies you learned to take ownership of your career.

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