

# Planning for Career Satisfaction and Success

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“If you don’t know where you’re going, you’ll probably end up somewhere else.”

David Campbell, 1974

# Overview

- Making Career Choices
- Self Assessment
- Exploration of Options
- Decision Making Skills
- Finding a Good Fit
- Goal Setting & Work Life Balance
- Creating a Plan

# What's Involved in Career Choice



*Note.* From "A Cognitive Approach to Career Services: Translating Concepts into Practice," by J. P. Sampson, Jr., G.W. Peterson, Lenz, J. G., and R. C. Reardon, 1992, *The Career Development Quarterly*, 41, pp. 67-72. Copyright 1992 by the National Career Development Association . Adapted with permission.

“The Party”

# At the Party

1. Why did you choose this letter?
2. How do you express these descriptors in your life, work or play?
3. What is most satisfying/fulfilling about this activity for you?

# Holland Theory

- Provides a schema for the world of work
- Belief that people can be categorized in one of six types (RIASEC)
- Six kinds of environments (RIASEC)
- People will be most satisfied when there is a match between the two

# RIASEC

Code for Interpreting “the party”, John Holland’s theory

R = Realistic

A = Artistic

E = Enterprising

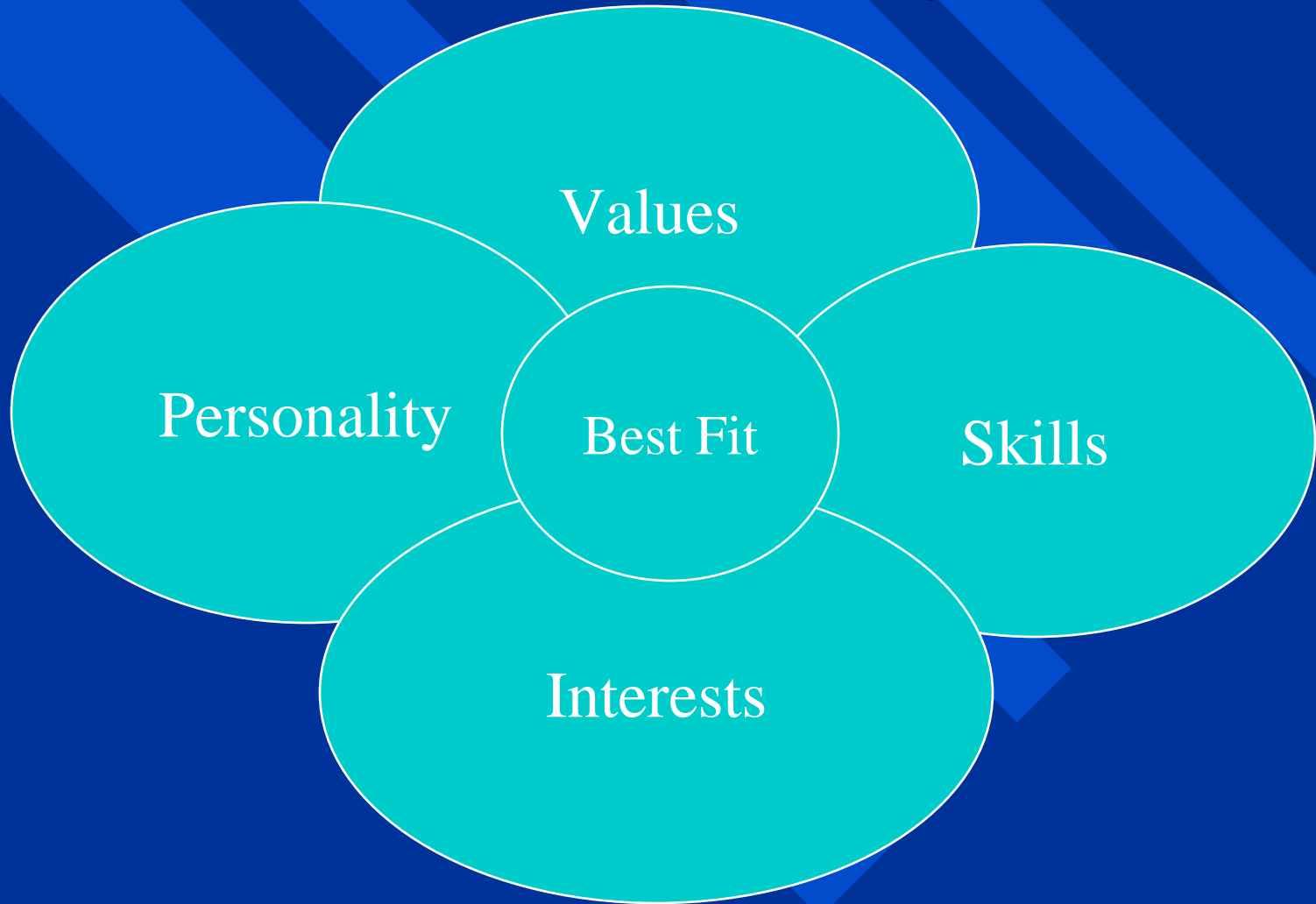
I = Investigative

S = Social

C = Conventional



# Self Knowledge



# Work Related Values

Competence

Help Society

Variety

Financial Security

Balance

Recognition

Leadership

Independence

Belonging

Advancement

Expertise

Make Decisions

Knowledge

Relationships

# Skills/Strengths

Analyze

Implement

Conceptualize

Supervise

Develop

Research/Investigate

Communicate

Motivate

Solve Problems

Organize

Manage

Coordinate

# Other Personal Characteristics

- Personality Traits
- Personal Needs
- Learning Style
  - Visual
  - Auditory
  - Tactile/Kinesthetic

# Clarifying Self Knowledge

- Confirm Interests
  - Strong Interest Inventory
- Explore Values
- Review Skills/Strengths
- Determine Personality Characteristics
  - MBTI
- Recognize Personal Needs
- Talk with a Career Counselor at OITE

# Options Knowledge

- Responsibilities and duties of an occupation or position
- Qualifications and requirements, job demands, salary, specific tasks, advancement opportunities, etc.
- Dependent on the decision being made

# Resources for Options Knowledge

- OITE website - [nih.training.gov](http://nih.training.gov)
- Informational Interviewing
- Networking
- Websites – career/occupational exploration and job search
- National, state and regional professional organizations

# Decision Making is.....

- The process of identifying and choosing alternatives based on the values and preferences of the decision maker
- A process of sufficiently reducing uncertainty and doubt about alternatives



# Decision Making Styles

(Johnson & Coscarelli)

## Spontaneous vs. Systematic

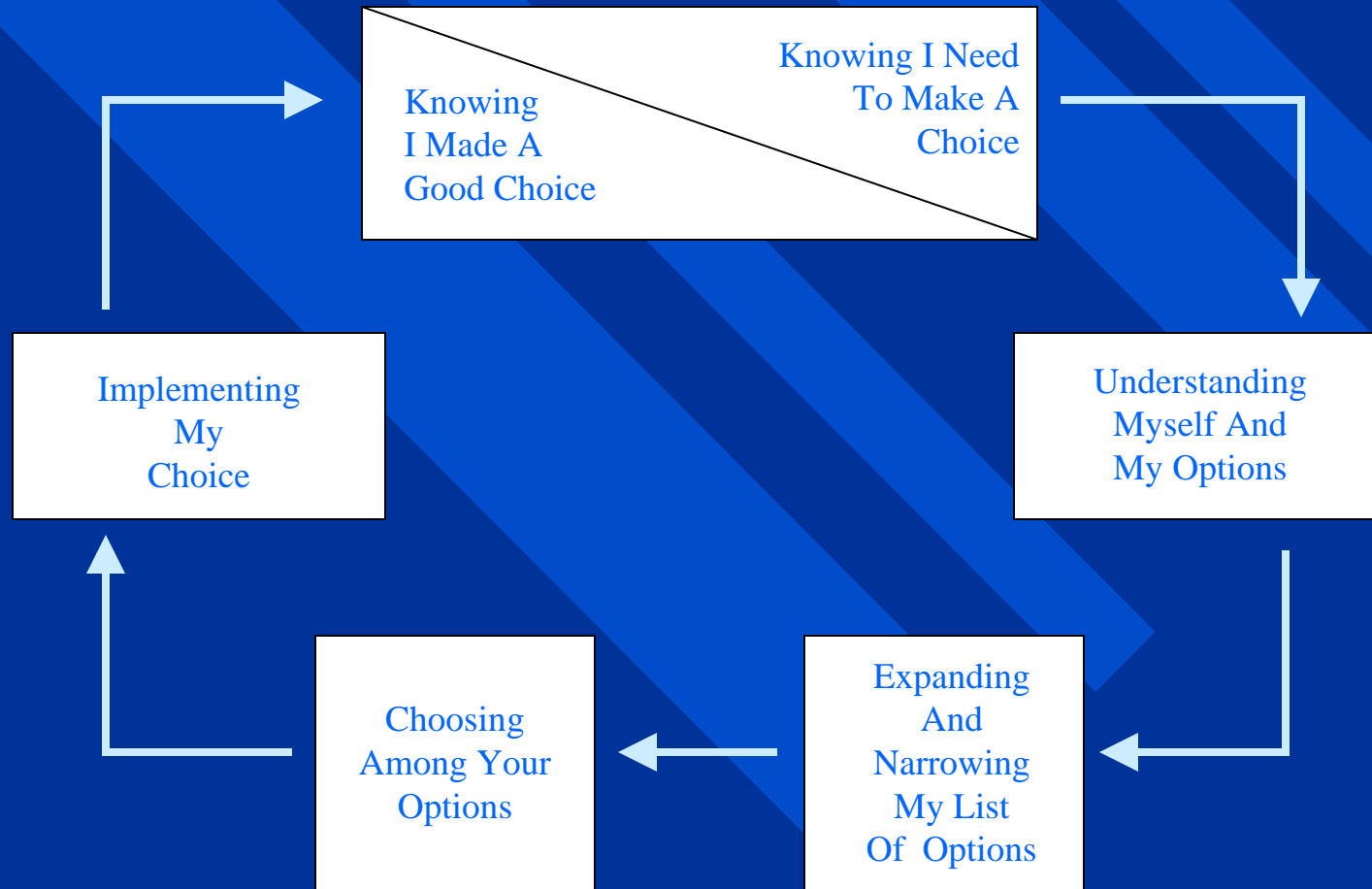
(Methods of gathering information)

# Decision Making Styles

External vs. Internal

(Methods of analyzing information)

# A Guide to Good Decision Making



# Career Decision Making Exercise

- List 2 – 3 options considering at this time
- Write down pros and cons of each

# Potential Obstacles to Decision Making

- Personal
- Attitudinal
- Family Related
- Societal

# Dealing with Career Decision-Making Challenges

1. List your potential barriers/obstacles to making a choice.
2. Identify which are imposed (I) or chosen (C)
3. Identify which are short-term (S) or long-term (L)

# Career Decision-Making Challenges

Indicate what you are doing or are going to do about each barrier

- to either remove it
- to modify it
- to cope with it better

# Goal Setting.....

- Establishes life and work priorities
- Creates a plan or vision for your future
- Provides motivation to work toward identified priorities



# Goal Setting Tips

- State each goal as a positive statement
- Be precise
- Set priorities
- Write goals down
- Keep operational goals small
- Set performance goals, not outcome goals
- Set realistic goals

# SMART Goals

- **S** Specific
- **M** Measurable
- **A** Attainable
- **R** Relevant
- **T** Time-bound

# Tips for Taking Action

- Know what you want!
- Set both short-term and long-term goals
- Set realistic goals
- Consider creating an Individual Development Plan (IDP) or Job Search Plan

# Final Thoughts

- Reward yourself for successes and achievements
- Find balance between your work and personal life
- Keep a proper perspective
- Avoid unnecessary pressure
- Identify your support network

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Thank You!