



Managing Your Career

The **Career Tips and Tricks** workshop is a unique offering for organisations seeking to inspire and encourage employees to be strategic about career planning if they want to progress. It is designed to form part of an organisation's talent development and retention strategy.

The workshop provides employees the space and time to think strategically about their career goals, and level of ambition, in order to better understand how their aspirations fit within the broader organisational context. It covers research-based career tips and techniques designed to help individuals realise their potential within their current role and plan their future progression. It runs over three hours via a live in-house workshop or over two hours via your choice of virtual platform.

During the workshop participants are encouraged to create their own personal career plan, which we call "My Career Plan".



Get in touch

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Who should attend this workshop?

The workshop is suited to early and mid-career employees:

- Who want to manage their careers proactively
- Who are seeking to better understand organisational dynamics and how to navigate the path to success



Workshop Outline

1. Managing your career

Research-based tips and techniques that address several specific challenge areas:

- Making your achievements known
- The importance of meetings and making sure your voice is heard
- Understanding influence

2. Career planning and resilience

- Do you have a career plan and does your boss know what it is?
- How to identify and articulate your transferable skills
- Being strategic in building your networks
- Mentors, sponsors and the importance of being a strong self-advocate

Mixed-level groups of people work best for this workshop, as experiences and learning can be exchanged across ages and stages. However, we recommend a maximum of 40 attendees per in-house workshop and 70 per virtual workshop. The workshop is practical, strategic and interactive and is presented by two experienced board directors. Participants become part of a unique network of support and influence for those with board aspirations, wherever they currently are on their career journey

“ Great course, makes you think about how you add value to your company and about your own career development. Excellent presenters, energetic, encouraging and practical. Thank you for spending useful time away from being just busy.

“ Informative, clear eye opener, would recommend to everyone. Examples really useful.

“ One of the best workshops I have ever attended. Thank you.

Testimonials from participants

“ Excellent presenters - very passionate. Excellent tips and areas to focus.

“ Very instructive and an eye opener for me. I would recommend to have another session where we could present and articulate our career plan.

“ It was a great workshop, very inspiring. It energised me to think about my next steps, thank you.