



The Meyer Partnership

Are you happy in your job?

New York - Boston - London

www.meyerpartnership.com

Are you happy in your job?

Yes

No

Great, but even when you feel settled, being proactive will ensure your career is an ongoing success.

With that in mind, here are three ways to maximise your career potential:

- ✓ Set specific, tangible goals directly within your control
- ✓ With goals in place, create a strategy to achieve them
 - Micro actions will have a macro impact on your career
- ✓ Network and Sponsor
 - Pay it forward
 - Advocate for yourself and others

The first step is understanding you need a change. Try these actions to jump-start your new career search.

- ✓ Create a Skills Assessment
 - What were you hired to do?
 - What are you doing today, in terms of job responsibilities?
 - What does your JD say about your role?
 - What was highlighted in your last performance review?
 - What did your manager say about you in your last conversation?
 - When does the day fly by, doing what activities? Ask people what you do best
 - What gets you to work on time, what activity?
- ✓ Use your Skills Assessment to identify a new career path
- ✓ Update your CV
 - Quantify your skills. Include metrics. Use impactful words
- ✓ Interview
 - Consult Interview Do's and Do Not's and your video interview BFF

We think it's healthy to question your situation, even if you're happy. It helps to keep your career on track and prevents things going stale.