STEER YOUR CAREER
In a Clear & Positive Direction

Your career is like a ship and you're the captain. You can drift along or take command to guide it in a clear and positive direction. These are some suggestions for setting your course and sticking to it so you so wind up where you want to go.

1 PERFORM REGULAR EVALUATIONS

This can be a lifelong project. One good habit is to update your resume at least every six months. Use that time to analyze if you're headed in the right direction or need to make adjustments.

2 TAKE ON NEW RESPONSIBILITIES

Wherever you're currently working, you can look for opportunities to grow. Give your supervisor a proposal asking to take on a new assignment.

3 KEEP LOOKING AHEAD

Set both short term and long term goals. You may decide to attend three networking events in the next six months and get a more senior position within two years.

4 CONTINUE YOUR TRAINING

Take advantage of opportunities to get more training and education. Some employers offer in-house programs or cover the costs for job-related courses.

5 FIND A COACH

You might find it helpful to work with a career coach. This could be a paid professional or a supervisor or colleague willing to play that role.

6 DO VOLUNTEER WORK

Volunteering is always a great way to give back to your community while broadening your experience. Find an organization you want to support and pick a project you want to learn more about, like accounting or events management.

7 DEVELOP A SIDE JOB

Turn your hobby into an additional source of revenue. Over time, it may grow into a full time job doing what you love.

8 BE PROACTIVE

Above all, take the initiative to figure out what kind of work will be fulfilling for you. Aiming for something you care about will keep you motivated and diligent.

Imagine looking back on your career with the satisfaction of accomplishing your goals and making a difference in the world. Planning ahead and making the necessary mid-course corrections will put you in charge and make your work more rewarding.

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