



MANAGE YOUR CAREER TRANSITION

Cor_4001_Manage your Career Transition

Going through a career transition can be seen as a headache. It does not matter how old you are or how much experience or knowledge you acquire throughout your career development, if a shift happens without your control, it brings even more anxiety. Here are some strategies to think and re-think before you embark upon the search for the next role(s) that come your way.

Set up your target – are you staying in the same industry? Or do you want to look for something different? Do you want to challenge yourself with a secure role or an exciting but completely alienated role? Know what you're after to start working on the elevator pitch.

Accept Help When Faced With A Career Transition – If you are taking on a career transition on your own ask friends and colleagues in the field for advice, counsel, tips, and introductions. They will be flattered and more times than not they will help you. If you find that one person's advice and counsel is particularly useful ask them to mentor you on a regular basis.

Do some research and assessments – have a look into expanding industries and the current marketplace. Search different websites and business press to see which areas are in most demands. You can also complete some occupational



assessments to identify your hidden talents or jobs that fit your personality. There are some good tools out there that do not require a big investment. Be ready to talk up your transferable skills and put them in practical terms for prospective employers.

Keep up with your connection – building your network and nourishing it are keys to success in the new competitive labour market. Use professional online tools (such as LinkedIn) but also remember to get offline, get out and meet people. You never know who knows someone else that has a job of your dreams open and waiting for you. Attend networking events. Attend events outside of your normal circle of friends and family. They are fantastic opportunities to interact and learn of what is out there.

Surround yourself with professional help – get some assistance, talk to professional coach, career counsellor, career transition

A Unit 118 | 7 Hoyle Ave | CASTLE HILL | NSW | 2154

T 1300 796 640 F 02 8850 1401

W www.pureinsights.com.au E info@pureinsights.com.au



MANAGE YOUR CAREER TRANSITION

Cor_4001_Manage your Career Transition

consultant, read some good books on managing your direction, use the available resources and keep searching for more. Get fresh perspectives on your resume and CV to highlight skills and experiences that are most relevant to your desired new line

of work.

Set up a weekly schedule to learn new skills –

Successful career transitions rarely happen without acquiring new skills.



Embrace the learning process and look at this time as an investment in your future. Rarely will there be time to acquire these new skills. Make time by temporarily taking some of your “free time” and devoting it to your self-development.

Try temping – if you lack key credentials, consider signing up for volunteer work or with a temporary agency that specialises

A Unit 118 | 7 Hoyle Ave | CASTLE HILL | NSW | 2154

T 1300 796 640 F 02 8850 1401

W www.pureinsights.com.au

E info@pureinsights.com.au

in the field you want (with consideration that you probably have to take a step down in pay). Enrol in classes to bridge the gap. This gives you the chance to prove yourself and get your foot in the door.

Be resilient! Don’t take the change personally. Remember to maintain your composure and attitude during this whole process. Look for opportunities. They are around and you need to be active but positive to catch them in time.

Plan on the unexpected – A career transition rarely goes to plan. Keeping an open mind about where your new skills can take you helps to increase possibilities and secure an excellent “next career.”

Be kind to yourself and keep at it – Learning new skills and making a career transition is stressful and difficult for most adults. Embracing change is tough. Furthermore, a successful career transition takes time. Often, friends and family won’t be as supportive as they could be.

If this is the case, make a point of making new connections with people that are optimistic, upbeat, and supportive of your career transition. Local and online support and entrepreneurial groups are excellent places to find support and encouragement. You will get through this!

