

YOUR CAREER RESILIENCE BLUEPRINT



**A TACTICAL GUIDE TO
NAVIGATE CHANGE,
OVERCOME OBSTACLES,
AND DESIGN YOUR FUTURE**



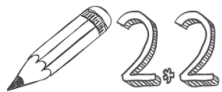
NOTEBOOK

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MELISSA COHEN**

Chapter 2 – Be Unique!



Document your experiences here:



Write your “wow” moments below. If you’re struggling, think of it just as documenting the facts.



Write the feedback you've received below so that you have a place to compare it with your reflections.

Chapter 3 - Identify Your Values



When you think about what made those moments so special or so difficult, you can understand what's truly important to you. What makes you feel alive? What kind of people do you want to surround yourself with? What kind of work do you want to do?



Accountability	Generosity	Open-Mindedness
Achievement	Gratitude	Optimism
Ambition	Growth	Security
Balance	Happiness	Personal Development
Caring	Health/Well-Being	Professionalism
Collaboration	Honesty	Punctuality
Compassion	Humility	Recognition
Courage	Knowledge	Relationships
Creativity	Individuality	Reliability
Curiosity	Innovation	Resilience
Dependability	Integrity	Respect
Empathy	Joy	Responsibility
Enthusiasm	Justice	Risk-Taking
Excellence	Kindness	Security
Fairness	Knowledge	Self-control
Family	Learning	Service
Flexibility	Love	Spirituality
Freedom	Loyalty	Stability
Friendships	Making a Difference	Success
Fun	Motivation	Wealth



Other Values Not Listed Above

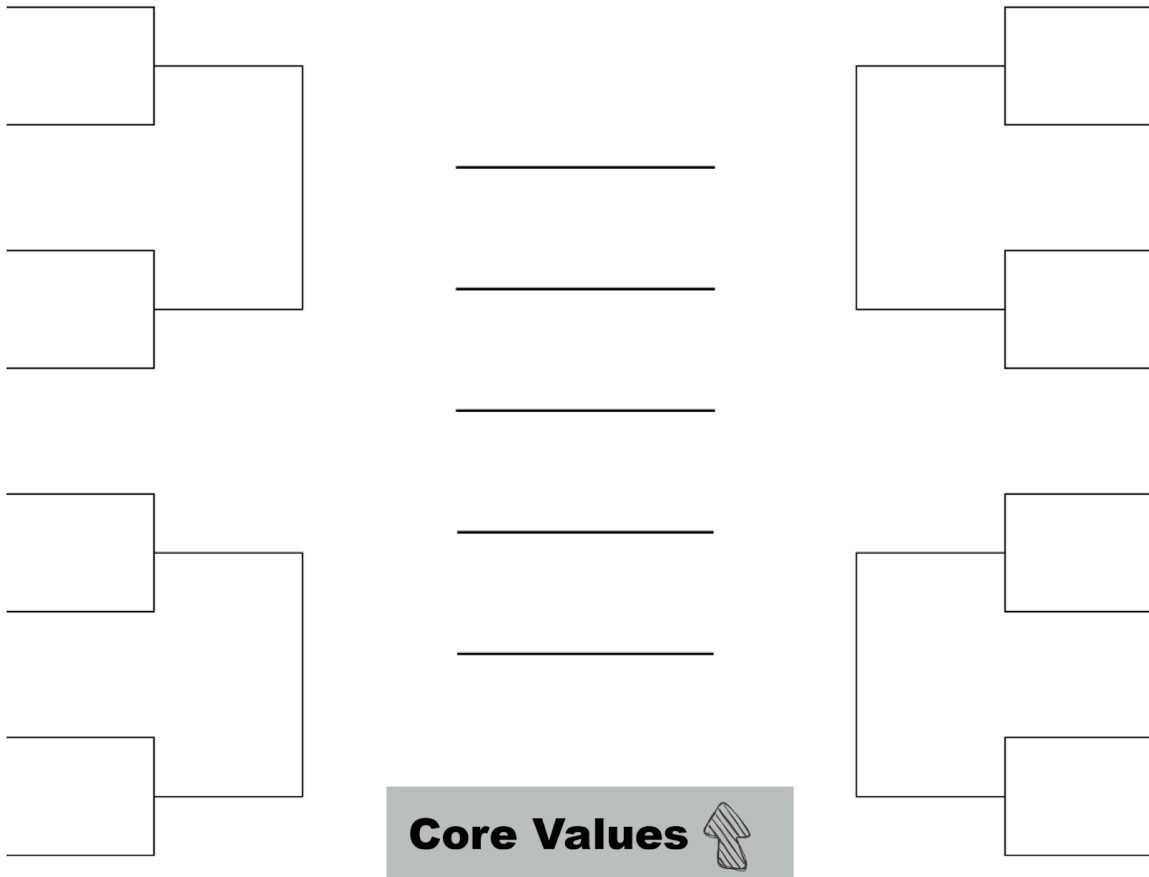
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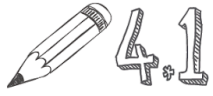
Top Values (up to 10)

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Tournament of Values



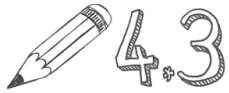
Chapter 4 - Career Vision - Beyond Titles



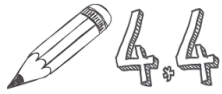
Think about what really excites you in terms of your career. What industry or field do you feel passionate about? Consider the problems you want to solve or the contributions you want to make. Imagine the companies, organizations, or communities you want to impact. Do you prefer working in a small or large team?



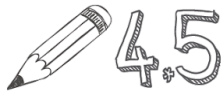
Picture your perfect workday from start to finish. What do you do during the day? Are you brainstorming new ideas, leading projects, mentoring others, or chatting with clients?



Consider the type of individuals you would like to collaborate with. Do you prefer working with creative minds or technically skilled individuals? Do you value working with people who are passionate about teaching or those who are community leaders?



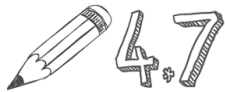
Think about what you want to do and achieve in your career. Are you working on projects that make a difference, creating new things to solve complicated problems, or telling stories that inspire people?



It's important to know what you don't want to do as much as what you want to do in your career. Take note of the things you want to avoid, such as boring office tasks, working in a super competitive environment, or a job that doesn't let you use your creative abilities.



What are your non-negotiables?



What type of role might you have in 10-15 years? Avoid specific titles to the best of your ability.

Chapter 5 – Beyond the Corporate Ladder

Exploring Entrepreneurship

If you think entrepreneurship might be for you, take a few moments to consider your idea and vet it below.



Self-Reflection

List your hobbies, interests, and activities you enjoy outside of work. What are you naturally drawn to? What topics could you talk about for hours?



Identify your strengths and skills. What are you good at? What do people compliment you on? What unique abilities or knowledge do you possess?



Think about problems you've encountered or observed in your experience. Are there any issues you'd like to solve or needs you'd like to meet?



Idea Generation

Think about problems you've encountered or observed in your experience. Are there any issues you'd like to solve or needs you'd like to meet?



Research your top ideas to see if there's a market for them. Are there similar businesses already operating? How would you differentiate yourself? What are the potential challenges and opportunities?



Narrow down your list of ideas to a few that seem most promising. What are you most excited about? What do you have the skills and resources to pursue?

Explore Consulting



Identify Your Expertise. What are you exceptionally knowledgeable or skilled at? What topics do people often come to you for advice on? List three to five areas where you feel you have a strong base or knowledge and skill set.



Your passions. What aspects of your work do you find most engaging and fulfilling? What problems do you enjoy solving? Which industries or sectors excite you? List three to five areas that spark your interest and enthusiasm.



Research the consulting landscape. Are there specific industries or areas where your expertise is in high demand? Identify two to three potential consulting niches where you could leverage your skills and knowledge.



Consider your professional network. Do you have connections in industries or organizations where you could offer consulting services? Who could potentially be your first clients or refer you to others?



Questions to Consider:

- Are you willing to invest time and resources in marketing your services and building a client base?
- Can you manage your time effectively and balance multiple projects simultaneously?
- Are you comfortable with the idea of being your own boss and managing all aspects of your business?

Non-Profit Leadership - Making an Impact



Questions to Consider

1. Would you be comfortable working in a resource-constrained environment?
2. Are you willing to prioritize mission impact over financial gain?
3. Can you envision yourself leading and inspiring a diverse team of staff and volunteers?
4. Are you prepared to navigate the complexities of fundraising and stakeholder management?

Chapter 6 – Skill Gaps



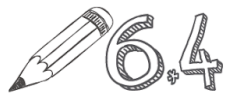
Write your known skill gaps here:



Who could you interview?



Questions I'll Ask



Document the skills and network learned from the interviews.

Chapter 7 - Network Gaps

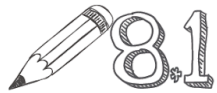


Document as many of the connections in your network as possible. These are peer-level or above. How important are they to your current and next roles? Who are you missing that might be important to know as you're progressing in your career? What value might you bring them?

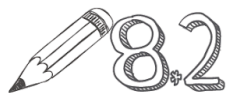


Who don't you know very well who might have insights into the types of roles that you're seeking?

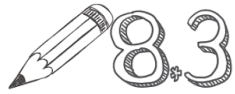
Chapter 8 – Standout Personal Brand



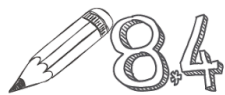
Below, write your top three strengths, the three values you hold in highest esteem, and three words that you want others to use to describe you. These may be the same as those from Chapter 3, or they might be strengths for which you want to be known.



How do you describe yourself? How do others describe you? Take a moment to describe your personal brand vision.



Write a short paragraph (3-5 sentences) that tells your professional story. Where did you start? What challenges have you overcome? What successes are you most proud of?



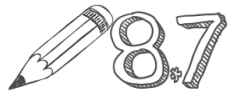
If your career were a news article, what would the headline be? (Example: “Tech Innovator Revolutionizes Healthcare Accessibility”). This can be a delicate balance. Buzz words can be a turn-off. Use your judgment and read it out loud. If it sounds “icky” to you, change it.



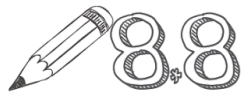
How do you want your brand to contribute to your field or industry? What legacy do you want to leave?



How do you show up online? Do you have a business-relevant social media presence? Do you have a professional website? Do you have a complete LinkedIn profile? Note some areas where you could improve:

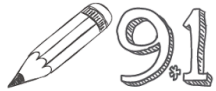


In what areas would you like to strengthen your expertise?



In which areas would you benefit most from strengthening your recognition?
Speaking Engagements? Publishing papers or articles?

Chapter 9 - Feedback



Here are a few questions to get you started:

- From whom will you first seek feedback?
- What specific feedback will you seek?
- When will you ask for that feedback?
- Consider asking for feedback on your skills, network, and brand.



As you receive feedback, you can document it here. This will help you in setting goals for attaining skills and experience in the future.

Chapter 10 - Goals



Describe the type of work you're doing, the people you're working with, the size of the team, etc. You might consider including some titles that are appropriate, but don't limit yourself to one. That narrows your options and decreases your chances for success.



What skills might you need for this role? What skills are you missing? These might be executive presence, strategic decision-making, etc.

10.3

What network might you need for this role? Are there people with specific titles with which you'll need to be connected to be recommended for the role?

10.4

Choose one aspect of your brand you want to strengthen. Is it your expertise in a particular skill? Your reputation in a specific industry? Your thought leadership on a certain topic?



Repeat the process, focusing on a different aspect of your brand.

10.6

List possible roles that might get you to your 5-to 10-year goals. As you set goals that are closer in time, it's important that those goals be SMART goals: Specific, Measurable, Achievable, Relevant, and Time-bound.

For instance, rather than vaguely aiming to "improve leadership skills," set a goal to "lead a project team successfully within the next six months by completing a leadership training course and applying new strategies."

10.7

In what areas could you develop thought leadership? Share ideas below:



Values

Career Vision

5-10 Year Career Goals

Skill Goals

Network Goals

Brand Goals

Thought Leadership Goals

Chapter 11 - Build Your Plan



2nd Step - 5-10 Years

Skills / NetworkSkills / NetworkSkills / Network

Need:

Gained:

Next Step - 2-5 Years

Skills / NetworkSkills / NetworkSkills / Network

Need:

Gained:

Current Position

Lateral Move

Skills / NetworkSkills / Network

Gained:Gained:



What team projects could you propose or participate in?



What courses or communities would be beneficial?



What books or podcasts can you consume to continue building your skillset?



What assessments will you try?



What stretch assignments could you take on?

Chapter 13 - Power Skills



What communication skills may you want to develop?



What interpersonal skills could you continue to develop?



What cognitive and self-management skills do you wish to build?

Chapter 14 – Mentors & Sponsors



Who will you ask about mentorship, and on what topics?



Who might you consider mentoring?



With whom might you discuss sponsorship?

Chapter 15 - Thought Leadership Content



What content pillars and engagement strategies are most compelling to you?



What content pillars and engagement strategies might benefit your network and brand? These might be a bit outside your comfort zone.



What public speaking venues or media might be best for your audience?

You did it!

You've planned the work, and now it's time to work the plan.

This workbook isn't just a collection of exercises; it's a testament to your commitment to growth, your courage to embrace change, and your determination to create a career that truly fulfills you. You've dug deep, explored your values, and mapped out a path that aligns with your unique strengths and passions. You've faced your fears, challenged your assumptions, and emerged with a resilience blueprint that is uniquely yours.

Now, as you step into this next chapter, remember that the journey doesn't end here. This is just the beginning. The real magic happens when you take the insights and strategies from this workbook and put them into action.

So, celebrate your accomplishments, but don't rest on your laurels. Stay curious, stay hungry, and never stop learning. Embrace the detours, learn from the setbacks, and keep your eyes fixed on the horizon.

The world is yours to take. Go forth and build a career that is as vibrant, dynamic, and resilient as you are.