

Employee Engagement and Career Success

Research has consistently demonstrated that employee satisfaction and productivity is not related to salary or pay incentives, as long as employees feel they are being paid fairly for their expertise and experience. Instead, study after study, demonstrates that employees are most motivated when they feel they are included and valued, when they feel they can make a contribution, when they feel they have opportunities to grow, and when they are acknowledged by their supervisor(s) for a job well done.

Strategies for Facilitating Employee Engagement and Career Success include:

- ~ *Creating a rewards and recognition process.* Develop processes (formal or informal) to ensure employees are acknowledged for their work and are recognized for exceptional effort.
- ~ *Creating a culture of transparency and communicate vision.* Employees will only be engaged if the vision for the organization or the department is communicated in a clear and inspiring manner, and if they understand that their involvement in realizing the vision is valued. In order for people to truly invest, they need to know they matter.
- ~ *Committing to the career and professional development of employees.* A genuine commitment to supporting the development and growth of each employee creates an environment of trust, loyalty and greater employee satisfaction. Take the time to ask employees about their career goals, skills they wish to develop, and work-related interests they would like to pursue. Creating opportunities for employees to learn about and engage in activities that fit with their career and professional development goals empowers employees to invest greater energy into the organization.
- ~ *Helping employees develop self-awareness and personal leadership skills.* Engage employees in exploring their top strengths and values and how these important qualities can be demonstrated and better utilized to further the goals of the organization. Facilitate effective goal setting, performance improvement targets, action plans and evaluation criteria to enable employees to take more responsibility for their own development and improvement within the organization.
- ~ *Building genuine relationships.* "People don't care how much you know, until they know how much you care." Everyone has a magic button on their lapel that says "Make me feel special". People feel valued when they know the people they work with everyday care about them and who they are, and people who feel valued will be more engaged. Take the time to make people feel special, whether by giving a compliment, being interested, or simply giving a genuine smile. Such acts take just a small effort and make others feel great, and the added benefit is, of course, that in making others feel special, we also end up feeling good about ourselves.

Joel Wilkinson, Career and Life Success Coach and Counsellor

Joel Wilkinson (CCC) recently joined Janus Associates, offering expertise in Career, Life and Performance Coaching and Counselling and facilitates interactive career development workshops. Holding a Masters degree in Counselling Psychology, specializing in Career Development, Joel has years of experience as a manager and executive. His focus is on developing and implementing innovative career progression, talent management, and organizational leadership initiatives. Joel brings a successful background as an elite athlete and personal coach to his understanding of potential and maximizing performance. He has worked with hundreds of clients, athletes and organizations with a common focus of empowering others to uncover, develop and realize their full human potential. Joel is offering career planning workshops and accepting new referrals for individual counselling, and career, performance and leadership coaching. His special interest is in coaching people through educational, career, business, sport, and life transitions; treatment of performance anxiety; dealing with relationship, family, and workplace challenges; and developing communication, conflict management, and personal leadership skills. Joel is currently the Director of the University's Student Success Centre. An engaging and thought provoking speaker, he offers an array of empowering workshops and presentations designed to help individuals and organizations achieve success.



Volume 4, Issue 2
September 2010

Janus
associates

Providing Service to
Calgary
And Western Canada
Since 1976

222—999 8th Street SW

Calgary, Alberta

T2R 1J5

P 403.269.9600

P 1.877.269.9666

F 403.269.9601

www.janusassociates.ca

janus@janusassociates.ca

THE JANUS JOURNAL

Career Planning for Life Success

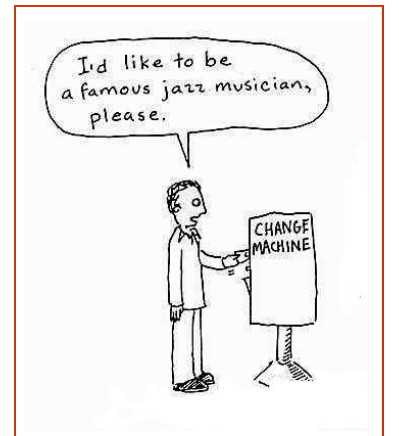
While people typically think of their *career* as referring to the job or the work they do, the word *career* was originally meant to describe "the course of one's life". Taking this broader interpretation, a person's career can be understood to represent the combination of roles, including work, family, community and other responsibilities, which a person engages in throughout their lifetime and which give meaning and purpose to one's life. In this sense your "career" is essentially how you choose to spend your time and energy in order to create a meaningful life. This understanding of career makes it clear that career planning is actually a process of life planning and is critical to creating a fulfilling life. Career is tied to what it means to be self sufficient, to feel confident, to provide, to meet basic needs, and to achieve higher self-actualizing needs. We wrap a great deal of our identity around our careers, our feelings of competence, development of relationships, friendships, teams, and other important life dimensions. Career planning is critical to creating a life that is aligned with personal values, principles, purpose and passion.

For many of us, the amount of time we spend working consumes a significant portion of our days, our weeks and our lives. If you work a 40 (or more) hour week with a 30 minute commute each way, and you typically sleep 7-8 hours per night, time for yourself and your family each day is less than the time you spend working and getting to and from work. In most cases, the quality of our free time for family, friends and leisure activities and the amount of energy we have to give to these important components of our lives will be directly affected by the satisfaction we derive from our work life. Yet, despite this, many of us do not take the time to think deeply about the work we ultimately want to do, the impact we want to make and the role our career plays in creating a meaningful and fulfilling life.

It has been said that "you either manage your career or your career manages you." In other words, it is very easy to allow opportunities that present themselves to define your career path. When considering career options many people will say, "Yes, I can do that", while rarely do people consider the extent to which they truly want to do what their job or career option asks of them.

Our work life occupies such a significant and important portion of our lives, and through our work we have the ability to have an impact on our world, therefore, it is essential to make it a priority to consider whether, in fact, we are being the authors of our own lives by being truly intentional about our career choices.

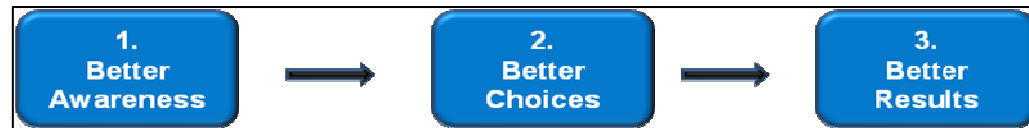
In this newsletter you will find a number of strategies and exercises designed to enable you to think more deeply about the career and life you truly want to be living.



STRATEGIES FOR UNCOVERING CAREER PASSION AND INSPIRATION

As an essential part of living in this society we have many conversations with people every day, but few people take the time to have truly meaningful conversations with themselves. In our dialogues with others, we ask them questions in order to better understand who they are and where they are coming from. In order to create success in our careers and our lives, we must also make it a priority to ask ourselves questions that will enable us to fully understand ourselves.

Effective career planning does not begin with looking outside ourselves for opportunities in the world. Instead it begins with looking inward in order to develop better awareness and understanding. We can then use this knowledge as a lens to focus our vision on the career options and opportunities that are most aligned with who we truly are and what we want most want to achieve.



The Exercises below are designed to help you begin the process of creating an understanding of where you currently are versus where you want to be. Once you have **Better Awareness**, you can make **Better Choices** which will lead to **Better Results**

It is important to take the time to sit quietly and write down your thoughts and answers to the following questions.

- Writing your thoughts down on paper creates better clarity, which in turn leads to greater awareness
- Plan to take some time each day to contemplate these questions. Even taking 15 minutes in the morning and/or evening to document your thoughts is a first step towards beginning to create the life you want to lead

Exercise 1: Write down the Top 5 Values you wish to live your life by

Examples of values include: Integrity, Honesty, Service, Family, etc.

Exercise 2: Top 5 Values – Behaviours, Actions and Outcomes

This exercise follows the identification of your 5 values by challenging you to think about the daily actions and behaviours you will take, and the results you will see when you begin to live in alignment with your top 5 values.

Complete the following sentence:

"If I truly value _____. I will _____(do the following things) and by doing so, I will _____(see the following results) ."

For each blank above, fill in:

- ~ One of your top 5 values
- ~ The actions/behaviours you will take on a daily basis which demonstrate this value
- ~ The outcomes you will see when you take these actions

Exercise 3: Strengths - List your top 5 gifts or personal strengths

- What do you think your strengths or gifts are?
- Perform your own 360 assessment by asking family and friends what they think your strengths are.
- Use the following questions as a guide.

I am happiest when...

I like that I am...

I need to celebrate myself for...

I am good at...

I know others appreciate me when...

My friends like it when I...

I know I am good at...

People tell me I am good at...

"Identifying our deepest values gives us clarity regarding how we need to act in order to live in alignment with what is meaningful in our lives, while identifying our strengths enables us to focus on the things we are naturally good at, and the things we generally like to do.

When we can find career options that enable us to use a number of our strengths on a daily basis while living in accordance with our core values, we cannot help but feel successful."

Exercise 4: What would you do at this point in your life if you knew you could only succeed?

- In other words, what would you do if you could do anything; if there were no barriers or limitations and if you absolutely could not fail?

Exercise 5: Putting it all together:

Once you have identified your top 5 values, the actions you will take aligned with these values, your top 5 strengths and your ultimate career aspirations, plan to take 15 minutes each morning and night to:

Review these items to keep them fresh in your mind

Write **5 small goals you can accomplish each day** which enable you to demonstrate your values and allow you to either use or enhance your strengths

- Think and write about how your ultimate career, and related careers, would enable you to express your values and demonstrate your strengths
- At night, review the day and the goals you accomplished while considering the small improvements you can make tomorrow
- Keep in mind that this process may take some time and that large changes are made possible

by small incremental improvements over time. If you can improve 1% per day, or get 1% closer to your ideal career or your life each day – in just one month you will have improved 30%, and 60% over a two month period



"SUCCESS IN LIFE IS CREATED BY CONSTANT ATTENTION"