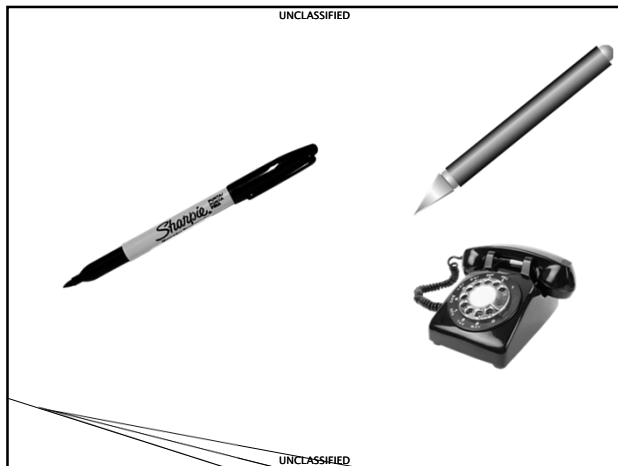
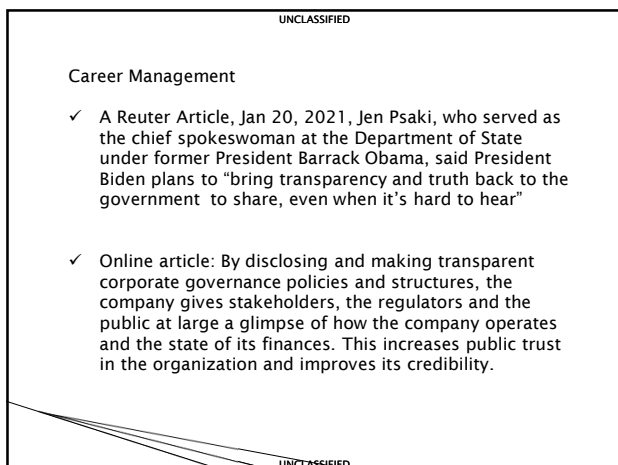


1



2



3

UNCLASSIFIED

Career Management

MEMORANDUM FOR THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES – President Barrack says Openness will strengthen our democracy and promote efficiency and effectiveness in Government.

Government should be transparent. Transparency promotes accountability and provides information for citizens about what their Government is doing. Information maintained by the Federal Government is a national asset.

UNCLASSIFIED

4

UNCLASSIFIED

Career Management

"Successful careers develop... when people are prepared for opportunities."

~ Harvard Business Review ~

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

5

UNCLASSIFIED

Career Management

- ✓ Career Management is a life-long process of investing resources to accomplish your future career goals.
- ✓ The career management process embraces various concepts: Self-awareness, career development planning/career exploration, life-long learning, and networking.

TAKE CONTROL OF YOUR CAREER NOONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

6

UNCLASSIFIED

✓ Self-Awareness

- Look at yourself to discover your interests, skills, personality traits, and values. You can start by asking yourself the following questions:
- What interests you?
- What do you value, what's important to you?
- What are your special assets, skills, and abilities?
- Who needs the talents, skills, and abilities you can provide?

TAKE CONTROL OF YOUR CAREER NO ONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

7

UNCLASSIFIED

Don't panic!!

UNCLASSIFIED

8

UNCLASSIFIED

✓ Career Development Planning/Career Exploration

✓ Career Development Planning is a process designed to help you to:

- Take the time to think about your job/career goals
- Focus on developing knowledge and skills for your current position and for future job opportunities
- Think about how you can utilize efficiently your strengths, talents, experience, and motivation

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

9

UNCLASSIFIED

✓ Career Development Planning is a process designed to help you to:

- Be the architect of your own career development plan – write your goals, make a decision to have a plan for your career development
- Discuss your career development goals with your manager
- Find a GOOD Mentor!!!!

TAKE CONTROL OF YOUR CAREER NOONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

10

UNCLASSIFIED

✓ Life-long Learning - Training

- Work is based around technology? Computers, smart phones, tablets and other technological devices have drastically affected the way in which we conduct work.
- It is clearly up to you to be able to adapt to these ongoing innovations which will be directly related to how current you keep your knowledge and skills.
- You need to consider how to vary your learning investments in time, energy and resources.

TAKE CONTROL OF YOUR CAREER NOONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

11

UNCLASSIFIED

✓ Life-long Learning - Training

- Examples may include:
 - Credentialed coursework, certificate programs (related to your career/interest),
 - Joining cutting edge projects/committees/task forces,
 - Attending conferences, or simply staying current in professional reading.

TAKE CONTROL OF YOUR CAREER NOONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

12

UNCLASSIFIED

✓ Networking

- Networking relationships are essential assets.
- These relationships will be the source of information about how emerging fields and industries are evolving.
- Personal and professional relationships can directly impact our present performance and future career opportunities.
- Remember that keeping connected and knowing how to build good relationships are more important than ever before.

TAKE CONTROL OF YOUR CAREER NO ONE WILL DO IT BETTER!!

Human Resources
Office of the Chancellor;
<https://hr.ucmerced.edu/training/careermanagement>

UNCLASSIFIED

13

UNCLASSIFIED

Questions????

UNCLASSIFIED

14
