


1. Problem Statement, Coaching Goal

What is your decision?

What are your coaching goals? What outcome do you hope for as a result of our work?



## 2. Criteria Clarification

### Values, Interests

- Career Values (e.g., Knowdell Card Sort Assessment)
- Interests (e.g., Holland Codes)

### Career Capital: Skills, Strengths, Resources

- Motivated Skills Matrix (e.g., SkillScan Card Sort Assessment)
  - Burnout skills: to avoid?
  - Growth skills: to develop, invest in?
  - Add own, specific skills or combinations
  - Pull “achievement narratives” (for resume and interview prep) from the top priority quadrants, in the format of “Challenge/Action/Result (C.A.R.)”
- Additional career capital: experiences, knowledge, relationships, credentials, resources

### Personality Aspects

- NEO-IPIP personality assessment (five-factor model with subscales):  
<http://www.personalityassessor.com/ipip300>

Which of the aspects we explored matter most for your decision?  
Your final set of criteria:

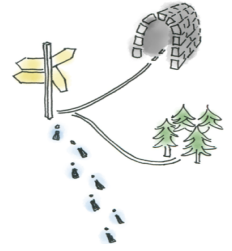
- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- ...



### 3. Exploring Options

Your most promising career strategies (courses of action, next steps), based on your criteria:

- 1.
- 2.
- 3.
- ...



#### To Broaden Your Search

- O\*NET ([onetonline.org](http://onetonline.org)): advanced search for criteria
- [LinkedIn.com](https://www.linkedin.com), [glassdoor.com](https://www.glassdoor.com), etc.: search for companies or positions
- Informational interviews: ask about criteria

### 4. Evaluation of Options

#### Decision Table

- Spreadsheet template: <http://bit.ly/DTshared>

	Criterion 1	Criterion 2	Criterion 3	Criterion ...
Strategy 1				
Strategy 2				
Strategy 3				
Strategy ...				

