

DEFINE YOUR CAREER



LIST 5 ROLES



DAILY TASKS



LIKES



DISLIKES



VALUES



NON-NEGOTIABLES

DEFINE YOUR CAREER

INSTRUCTIONS

Start with the top left box and **LIST 5 ROLES** - these could include working roles, volunteer positions, roles within your family, or ones you held in high school. Think of a project you worked on where you're proud of what you accomplished. What role did you play in its success?

In the next box, think of the **DAILY TASKS** associated with those roles. What did you do in those roles?

Next, list your **LIKES**. Be specific in what you truly enjoyed about the role and its tasks.

Then, list your **DISLIKES**. Again, be specific! This is more than what was challenging - it's what you truly didn't enjoy about the role and its tasks.

Now focus on yourself. What you do **VALUE** as a human being?

Finally, what trends do you see among your likes, dislikes, and values? These high-level trends inform your **NON-NEGOTIABLES** - the things you need in a job to thrive. Try to narrow your list to 1-3 items to provide focus & clarity.

Don't just get a job; get a job you're excited about.

DEFINE YOUR WHY

Looking at your **NON-NEGOTIABLES**, finish this sentence:

I am someone who...

In conducting your job search, ask yourself, "Does the organization/ position I am applying for have my **NON-NEGOTIABLES**?"

ENGAGE

Now that you've **DEFINED YOUR WHY**, What are you looking for in a career?

Looking at your "**I am someone who...**" statement, describe how you are that person via the impacts you've made.

Describe those impacts in your resume & cover letter.