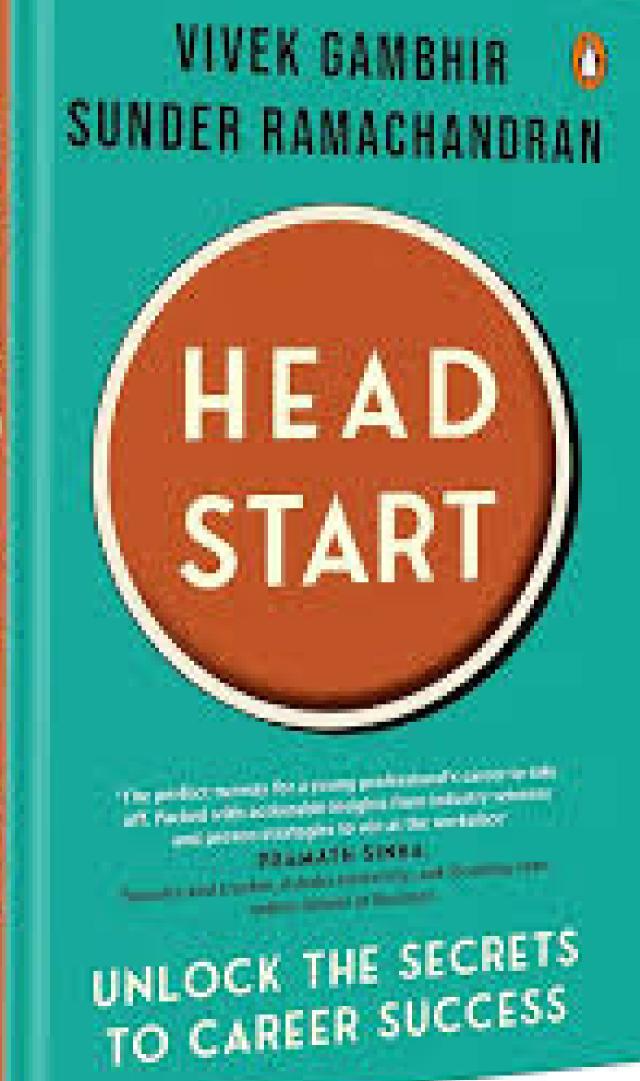
# HeadStart: Unlock The Secrets To Career Success

The Book Highlights



## Be An Avid Learner

The rise of SaaS has changed how firms deliver and monetize their products.

Young professionals have to stay on their toes by learning & adopting to new programming languages.

Given the emphasis on hiring resources with specific technical skills, the sector is rendering middle management layer almost irrelevant

People disturb themselves by thinking in terms of absolute relatives

Nothing is a must. Learning is not a diktat imprinted in the laws of the universe. Learn because it brings you joy. Link it to your confidence and self-joy

To be relevant, individuals must become intentional in their learning and develop a sense of curiosity and willingness to experiment

# The Winning Formula

Industry Specific Skills

Every field has its game changers. Pick one or two technical to ace your game

Personal & Behavioral Skills

Pick one/two such skills that'll enable you to grow within your organisation & industry. Eg: Storytelling, Presentation skills

Less is more

Stick to one or two new skills each year to avoid spreading yourself too thin

Map your learning journey

Before diving in, ask yourself the tough question "WHY". This will keep you motivated when things get tough

# The Toolkit: Hardware For Learning

Reading is a powerful tool for lifelong learners.

It opens your mind in unique ways, engaging your imagination and enhancing your ability to absorb new ideas

It allows you to delve into the minds, thoughts and methodologies of successful leaders

#### Re-Read It

More than 95% of people don't re-read a book. But if you have read a book more than once, you know you've discovered new lessons with each revisit

You tend to dive deeper into the meaning behind words and understand them better

# Networking: Your Key To Growth

More than syllabus, certification, you meet candidates from different organisations

Even after the course, your network serves as a platform for learning and collaboration in the future

# Practical Learning For Real World Problems

Unlike conventional courses, most executive education programmes encourage practical application rather than rote memorization

Concepts are tailored to real business scenarios and directly applicable to your job

#### **Build Your LDST Frame**

For the one/two skills you have identified, build your own Learn- Do- Share- Tech framework to ceate a foolproof plan for completing an entire learning cycle

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# **Articulating Ambition**

The business environment is busy and competitive. Express your ambition clearly and frequently to the immediate manager, the HR department and even to the MD

# Outperform

Consistently exceeding performance metrics, whether in my role as a first line sales manager or as a brand manager.

It's the easiest way to gain visibility and recognition. Nothing speaks louder than outperformance

# **Tracking Touchpoints**

Connecting with a leader for an introductory call and then after a year directly doesn't seem right

Start mapping all your key leaders on a simple excel sheet and ensure that there are atleast 3-4 meaningful touchpoints you have with them throughout the year

These could be a no-agenda check in conversation, a thoughtfully drafted mail about your progress, feedback, or you could share even a blog/article. You can also send them appreciation emails for any key achievements.

Professionally, an employee can control their productivity, communication but they may not have control over the decisions by their superiors

## Your 2\*2 Push & Pull Matrix

Before you send that resignation email, consider the push and pull matrix. It's a valuable tool for deciding to stay or move on

Factors that push you to leave a role include stress, bad boss, lack of feedback / opportunities.

Pull factors include an interesting role in a new indutry, a senior role, higher renumeration

The 4 headers in the matrix could be:

What's Pushing Me?

What's Pulling Me?

What Do I Like About The Current Job?

Why Am I Unsure About The New Job?

#### **Create Your 3 Move Plan**

Think of your career like a road trip. Your landing role is the destination, and each pit stop is a stepping stone to get there

Map out your route, and don't forget to enjoy the ride

#### **Create Your 3 Move Plan**

Reflect on these questions:

Q1 What's your big picture, long-term goal?

Q2 What do you hope to achieve in the next 3-5 years?

Q3 Which combination of capabilities would be beneficial?

Once you've the clarity, devise your own plan with 3 moves

#### **Create Your 3 Move Plan**

You can consider these as the pit stops or the roles between where you are and your dream role

Each pit stop should last atleast 2 years, eventually leading you to your desired role. Don't move on too quickly before showing a solid track record in their previous positions

## The Learning Cycle

Move 1- In the next 12-15 months (immediate next role)

Move 2- Within 2-3 years (The role that bridges to your dream tole)

Move 2- Over a 4-5 year period, identify the skills required for each move & verify them by consulting with a member

## **Build Resilience: The ABCDE Approach**

A: Identify the Adverse Event

B: Clarify your Beliefs about it

C: List the consequences based on the beliefs

D: Dispute your beliefs and consider the event in a new light

E: Energize the new belief by taking action

## Thank You For Reading

For more updates, follow www.unleashtheyou.com