

TRANSCENDING BARRIERS TO PROFESSIONAL PROGRESS

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Read before choosing: Check anything below that applies to you and add your own ideas. Then put the top five or so in order of the most significant for you. Start with the first one. Schedule and take a few related, concrete actions. Reach out to about two people who will assist you or with whom you can collaborate. For any progress, acknowledge and reward yourself and assistants. Avoid flagellating yourself about avoidance, errors or detours. Instead, just ask what you can learn from what you did — or didn't do — and proceed!

- ___ Not sure of what I really want to do or have difficulty expressing it well.
- ___ Do not think I have the credentials and credibility for what I want to do.
- ___ Lack the specific contacts I need to support my general progress and work search.
- ___ Want greater confidence about my self-presentation. Will work on:
- ___ Could become more effective at professional relationship building (aka networking) by:
- ___ Have trouble communicating effectively about _____ because:
- ___ Previous experiences have sapped my energy and optimism. Will take one step forward by:
- ___ Want to improve these one or two key transferable skills (_____) by:
- ___ Will further develop my sense of humor, perspective or sense of proportion by:
- ___ Would feel heartened from attending to others' needs by:
- ___ Can spruce up my appearance by:
- ___ Will improve my follow through habits on important matters by:
- ___ Could find ways to collaborate with others I respect by:
- ___ Can improve my ease with people from different generations and cultures by:
- ___ Will further attend to finding good matches between who I am and my work by:
- ___ Must expand knowledge of a range of relevant work possibilities by:
- ___ Want to learn about or improve my proficiency in:
- ___ Will substitute quick fixes for promising challenges and situations that require time and effort by:
- ___ I will stop mulling and over thinking matters and take this practical action now:

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