


1. Problem Statement, Coaching Goal

What is your decision?

What are your coaching goals? What do you hope to achieve in this process?



2. Criteria Clarification

Values, Interests

- General: What matters most for your decision? What makes it difficult?
- Career Values: <https://www.careerperfect.com/services/free/insight-work-values-1>
- Interests: <https://www.mynextmove.org/explore/ip>
- Work Style: https://cdc-tree.stanford.edu/steps/readiness/work_style

Career Capital: Skills, Strengths, Resources

- Skills Matrix: <http://bit.ly/SkillsMatrixShared>
 - Add own, specific skills or combinations
 - Burnout skills (bottom left): to avoid?
 - Growth skills (top right): to develop, invest in?
 - Create “achievement narratives” (for resume and interview prep) from your favorite skills, in the form of “Problem–Action–Result”: <https://bit.ly/AccomplishmentExercise>
- 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?

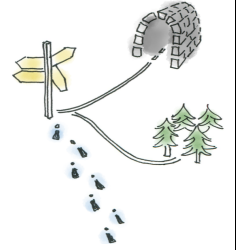
Your final set of criteria:

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



3. Exploring Options

Your top three career strategies (courses of action), based on criteria:



To Broaden Your Search

- O*NET (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 ...
Option 1				
Option 2				
Option 3				
Option ...				

