

CREATING A PICTURE OF THE IDEAL JOB

It has been said that the majority of us spend more time planning our annual holiday than we do our career. Would you go to the Air NZ check in counter and ask for the next plane out of town because you want a holiday? No?!

Then why would you apply for a job just because it looks interesting and it's a job? Then hope it turns out to be your dream job afterwards.

Let's stop 'stabbing in the dark' and find **the** job – you know the one that is not work! The job that is something you really love doing. The ideal role would only have things in it that we enjoy. So here is a place to start.

There are a number of areas common to any type of work. If we approached this exercise by writing down what is essential in each of the areas below as succinctly as possible, then we end up with a profile that shows us what we enjoy. Don't over think this! If you have to think hard about anything then maybe it is not that important.

Some common areas and possible questions you may ask yourself are:

- **People.** *What kind of people do I like to work with? Co-workers? Clients/customers? How do I interact? What do I do for them?*
- **Information.** *What subjects, sources? What do I do with information: catalogue, précis, interpret...? How do I pass it on – oral, written, graphics..?*
- **Physical Setting.** *What Country, town... Do I work in an office, from home, out and about...? Travel ..how much?*
- **Philosophy of Life – or Beliefs.** *What is important to me? What emotional or spiritual setting do I need to work in?*
- **Things.** *What physical tangible things do I like to use in my work? E.g. computers or gadgets, colour, fabric..*
- **Rewards.** *Salary level - minimum, at risk components, acknowledgement, title or status..?*
- **Skills I use.** *Many of the things above that we love will show up some of the skills or tasks that are our strengths*

Now that you have the list of key things you love, look for the priorities, or find the **“deal breakers”**. What things you absolutely must have in your job. The more focused and clear these things are, the more likely you will find them. There may often only be two or three essentials. For Example:

1. One on one people contact with forward thinking individuals
2. The opportunity to make a difference in others lives
3. Control over my physical environment/time

These key elements along with some of the “would be nice to have as well things” will then determine the next phase of the process which is the **Market Research** - Looking where the things you want may be. You may start to notice people, roles or companies that stand out. This is similar to when you get a new car and driving off in it you see the same type of car everywhere. This is utilising the Reticular Activation System (for further information www.howourbrainswork.com) By then asking people in those areas questions about their roles you can gain clarity on where you may be able to enter in that industry. This may allow you to find out where you need to start to get in to the industry and what the key strengths and skills are required.

So the plan is:

Ideal Job Components → Research → Target Job → Why I would be good for it

“You can only become truly accomplished at something you love. Don't make money your goal. Instead pursue the things you love doing and then do them so well that people can't take their eyes off of you.”

.....Maya Angelou

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In visual form

Work on each section separately. Then put them together and look at the overall key elements.

Tasks / Skills

I need to be using my favourite functional/transferable skills. These are:

1. .
2. .
3. .
4. .
5. .

My Style of doing them:

Kind of **people** I like to work with?

As clients, customers, students or other:	As co-workers:
How do I like to interact with them	

Kinds of **things** I like to use my skills with:

-
-
-

Work Processes

Short term or Long-term

How do I prefer to work? Do I enjoy seeing a result or getting rewarded frequently?

Do I prefer long projects and building to a larger result?

Are there any major results or goals I want in my life?

Rewards: **Salary** I want/need

	Level		Salary
Max			
Min			

Other rewards I would like?

Spiritual or Emotional Setting

My philosophy of life:
What I believe about life in general, and my life in particular (Key ideas here):

In order to do my best work, these are the factors from my philosophy (above) that are especially important to me to have at my work (or in my work):

Physical Setting I like to work in:

Location? Office, car, home?	Specific working conditions? Indoor, outdoor, travel?
Country, town?	

What kind of **information** do I like to work with? Social media, books, scientific data, pictures, person-person. etc

- .
- .
- .

How do you like to pass on information? Verbally, written, reports, charts etc.

- .
- .

How to find that Ideal Job

From your plan above look at the key areas for your Ideal Job (1) and these will most likely relate to specific industry sectors. Speak to a middle or senior manager in a company (2) and find out what they do. This will allow you to find out where an entry level positions is and if you want to work in this industry or company.



Talk to 2 or 3 people in the Target Job area and then you will be able to see why you would be good at the role (4). This will help you learn about the role as well as 'convince yourself' (your biggest critic) that you can do this job.