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# Stay.



CAREER 'CHAT MAP'  
A tool for effective career conversations



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# Introduction



The main reason we seek self-knowledge, learning and career growth is to strengthen our self-confidence and ensure professional fulfillment. Sense of accomplishment and self-improvement are powerful intrinsic motivators.

Organizations that prioritize intrinsic motivation to engage their staff see better business results, employees that thrive, and an increase in creativity and innovation.

It is not only good for employees - but the research is clear - it positively impacts your customer experience, employee retention, profitability and productivity.

Career conversations and learning don't have to be difficult but many leaders struggle to make them happen. Your organization may not have a structured career path framework, but that doesn't mean you can't work on developing - and engaging - your people.

This is a very simple, but effective tool to help both leaders and employees in these discussions. Each has a very important role to play - and it is the collaboration that will fuel the process and impact.

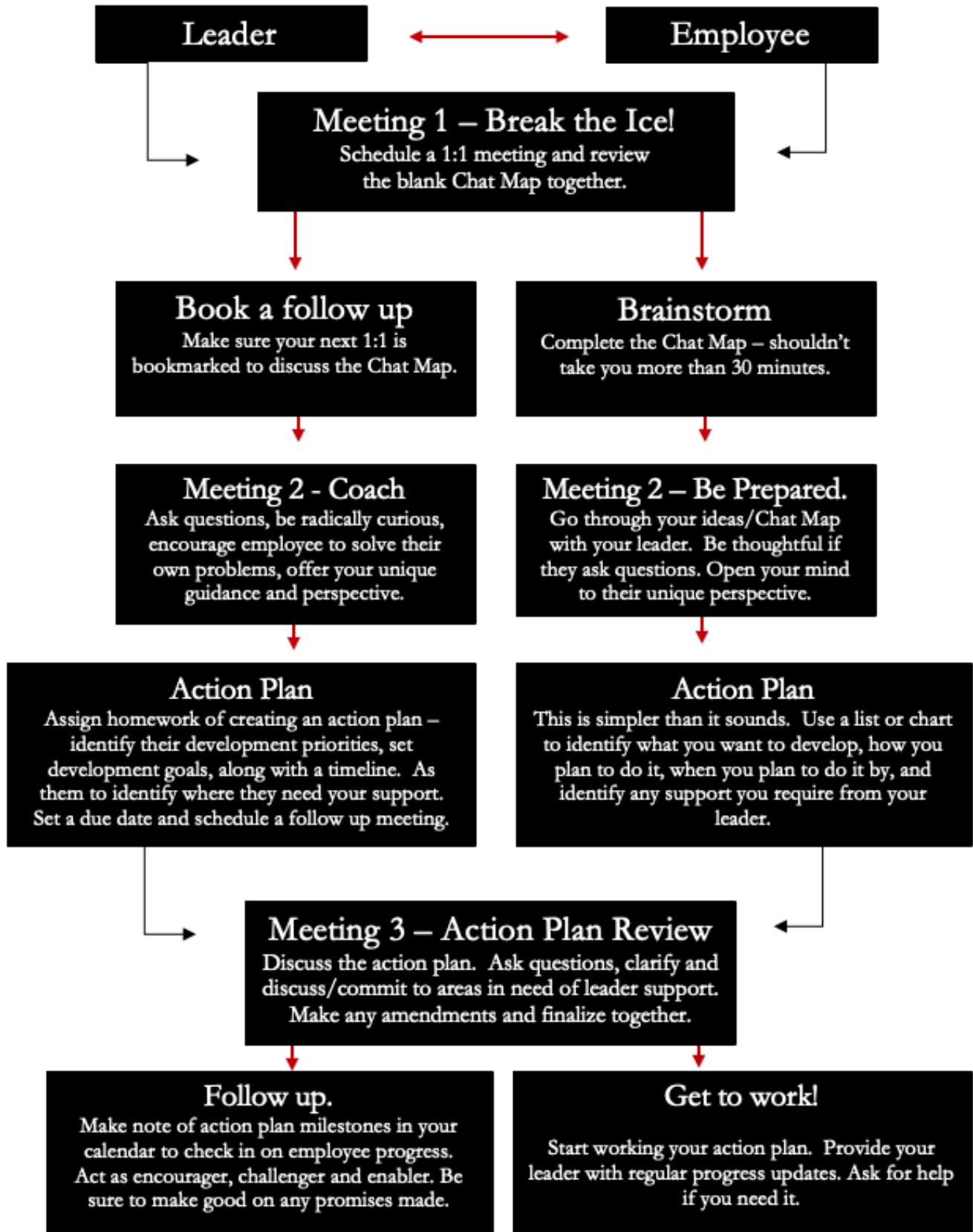
It is a good idea to set a baseline measurement to determine how well your employees feel you manage career conversations currently - then, leverage the advice in this guide, follow the instructions within and measure again in 4-6 months - and you should see marked improvement - we see an average improvement of 22% (for organizations with no current structured approach).

This also will positively impact your employee engagement scores. Those of you whose organizations run employee surveys may already have access to this data.

A question like "My leader is effective in coaching my career development" would be suitable.

Measure, leverage this process, be intentional, follow through and measure again.

## Step by Step Instructions - Leader & Employee



## The “Chat Map” - to be completed by employee

Current Role: \_\_\_\_\_

Date: \_\_\_\_\_

**Skills/Development Needed:**

(What skills and experiences are currently missing but will need to achieve your future aspiration)

**Development Brainstorming:**

(Consider all potential, skills, experiences, learning mechanisms, or exposure that could help you build the needed skills)

**Potential Limiting Factors:**

(Current or near realities that may slow down or impede your progress)

**Strengths to build on:**

(Qualities, skills, experiences you currently possess that can be leveraged for your aspiration)

**Personal Goals:**

(Your outside of work aspirations)

Future role or aspiration: \_\_\_\_\_

## Chat Map – Critical Success Factors

- Prioritize your 1:1 meetings.
- Be open and “real”.
- Keep judgement and preconceived notions out.
- Keep it simple.
- Remember – it isn’t always about a title or a promotion.
- It is about mastery, growth, learning and purpose.
- There are no bad ideas in Brainstorming – go to town on ideas.
- Don’t overthink it.

