

# SHORT-TERM CAREER GOALS EXAMPLES

- Get approval to enroll in a training program
- · Stop/leave work by X every day
- Develop a personal branding strategy
- Ask X to mentor you
- · Volunteer for a cross-functional project
- Improve relationship with X
- · Practice each of the main leadership styles
- · Revise and update my resume
- Achieve a specific sales target
- Attend a minimum of X networking events
- Create or update your career plan
- · Learn how to use a new technology
- Create or update your portfolio
- · Get your email inbox under control
- · Create a development plan
- · Obtain a new certification
- · Present your case for a raise/promotion
- Shadow a leader or colleague
- · Take a leadership assessment
- · Start time-boxing
- Obtain a new certification
- · Read a leadership book
- · Practice public speaking
- Complete an online course/workshop

- Conduct a personal SWOT analysis
- · Gain proficiency in a foreign language
- Conduct a skills gap analysis
- · Practice saying "no"
- · Have a career conversation with your boss
- Go on a sales call or client meeting solo
- · Eat one "frog" per week
- Ask your boss for more responsibility
- Dedicate X minutes every X to personal development
- · Set up meetings with the top leaders in your organization
- Celebrate wins as a team during weekly team meetings
- Research industry trends
- Organize your physical and digital workspace
- · Identify your preferred language of appreciation at work
- · Interview people who work in your desired field/role
- · Practice asking teammates for help when overwhelmed
- Run better staff meetings
- · Put together a strategic plan
- · Resolve a long-standing conflict with a colleague
- Identify your communication style
- · Identify your conflict style
- Use the Eisenhower Matrix to assess responsibilities.
- · Schedule a vacation day and ensure you take it off
- Take your breaks
- Add X new LinkedIn connections to your network
- Increase social media follower count by X
- · Respond to every email within 24 hours
- · Start a personal passion project
- Publish a blog post or article on a professional website
- · Automate your daily/weekly/monthly report
- Have lunch with a colleague from another department
- Identify your top 10 areas of improvement
- Set better boundaries with X
- · Meet with your career role model

## **The Managers Short Course To A Long Career**

**A Loxley** 

The Managers Short Course To A Long Career:

## The Managers Short Course To A Long Career Book Review: Unveiling the Power of Words

In a world driven by information and connectivity, the power of words has become more evident than ever. They have the ability to inspire, provoke, and ignite change. Such may be the essence of the book **The Managers Short Course To A Long Career**, a literary masterpiece that delves deep in to the significance of words and their impact on our lives. Written by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we shall explore the book is key themes, examine its writing style, and analyze its overall impact on readers.

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