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Titolo	Effective Career Development : Advice for Establishing an Enjoyable Career
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Descrizione fisica	1 online resource (111 pages)
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Soggetti	Career development Vocational guidance
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Nota di contenuto	Cover -- Title -- Copyright -- Foreword -- Preface -- About the Author -- Acknowledgements -- Disclaimer -- Contents -- Chapter 1: Taking control of your career -- Introduction to career development -- Personal responsibility -- How to use this book -- Your career vision for the future -- Chapter 2: Understanding where you are now -- To know where you want to go, you need to know where you come from -- Life-line exercise -- Wheel of life activity -- Recognising your strengths -- Identifying development areas -- Reflection and action points from this chapter -- Chapter 3: What is important to you in a job? -- Case study: Kai's personal values -- Identifying your personal values -- Your ideal work environment -- The non-negotiables -- Reflection and action points from this chapter -- Chapter 4: Career development opportunities -- Where do you want to go in the future? -- Your life stage and how this influences career choices -- Age and your relationship with work -- Understanding the options for development -- Reflection and action points from this chapter -- Chapter 5: Creating career objectives -- Self-coaching questions -- Reflection and action points from this chapter -- Chapter 6: Mentoring -- Using the experience of others -- What is mentoring? -- The role of the mentor -- The role of the mentee -- Finding a mentor -- Making mentoring work -- Reflection and action points from this chapter --

Chapter 7: Promoting yourself -- Self-confidence assessment -- Barriers to career development -- Career development approaches -- Developing self-confidence -- Practical activities for increasing your self-confidence -- Building your personal brand -- Creating an elevator pitch -- Using LinkedIn -- Creating an impactful CV -- Dos and don'ts in presenting yourself at interview or assessment centres -- Reflection and action points from this chapter.
Chapter 8: Sources of information -- Identify the gaps -- How do you like to learn? -- 70/20/10 model of learning -- Sources of help -- Networking -- Volunteering and work experience -- Identify who you need to influence and sources of information -- Chapter 9: Example: Career development in the cyber security sector -- The cyber security industry -- Roles in cyber security -- Useful resources -- Career examples in the cyber security sector -- Key learning points -- Chapter 10: Conclusions and actions -- The era of multidirectional careers -- Key learning points -- Actions you can take now -- Further reading.

Sommario/riassunto	The book includes exercises and activities to help you understand what is important to you in a job and how to attain your career goals. By reading this book, you'll be able to assess the advantages and disadvantages of different career paths and set clear career development goals.