

My SDOT

Refer to Top 7 ways to keep your job in hard times blog at myperformancecoach.com.au

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| <p>Strengths</p> <p>Think about your strengths in terms of:</p> <ul style="list-style-type: none"> • Feedback from your annual review • Feedback from any 360 or peer reviews • Your technical strengths, skills and knowledge [e.g. logical problem solving ability, SAP]; • Corporate Knowledge and skills (about your particular organisation) • Industry knowledge [what do you know about your industry, are you a thought leader] • Behavioural skills [e.g. influencing skills, negotiation skills and team working skills] • Your competencies – both behavioural and technical [Note: A skill is knowing how to do something; A competency is how well you do it!] • Your contacts and networks • Your attitude [assess your work ethic, attitude to your colleagues, boss, company] • Self beliefs (e.g. what is your level of self esteem, confidence and efficacy) • Indicated strengths from your learning Style Profile[^] • Indicated strengths of your Influencing and Managing Difficult Situation Profiles[^] • Indicated strengths of your behavioural or personality profile[^] | <p>Development Needs</p> <p>Think about your weaknesses / development needs:</p> <ul style="list-style-type: none"> • Feedback from your annual review • Feedback from any 360 or peer reviews • Your technical strengths, skills and knowledge • Corporate Knowledge and skills • Industry knowledge • Behavioural skills • Your competencies – both behavioural and technical Your contacts and networks • Your attitude • Self beliefs • Indicated strengths from your learning Style Profile[^] • Indicated strengths of your Influencing and Managing Difficult Situation Profiles[^] • Indicated strengths of your behavioural or personality profile[^] |
| <p>Opportunities</p> <p>Think about the types of opportunities available to assist you.</p> <ul style="list-style-type: none"> • What opportunities exist that will help you succeed? • What opportunities exist in a slower economic climate? • What opportunities can you take to utilise your strengths? • What opportunities can you take advantage of to develop your skills, knowledge, competencies? <p>E.g.</p> <ul style="list-style-type: none"> • Volunteer for special projects • Build relationships with other areas of the business • Prepare articles, sharing your knowledge • Volunteering (e.g. At FITT) | <p>Threats</p> <p>Think about the types of things that may create barriers to your success. Think as broadly as possible.</p> <ul style="list-style-type: none"> • What may threaten your success? • Think about internal factors, e.g. your employer cannot afford to keep you on full time • Think externally, e.g. economy nosedives • What are the risks and more importantly what is your risk minimisation strategy? • What plans do you have in place? How prepared are you to ensure your continued employability? <p>E.g.</p> <ul style="list-style-type: none"> • complacency • lack of formal qualifications • Denial about situations • Self beliefs - e.g. I'm not good enough |

[^] Tools are available through My Performance Coach. If you are interested in these tools, simply email vanessa@myperformancecoach.com.au for further information and pricing.

Strengths

Development Needs

Opportunities

Threats