

IT STARTS WITH HINDSIGHT



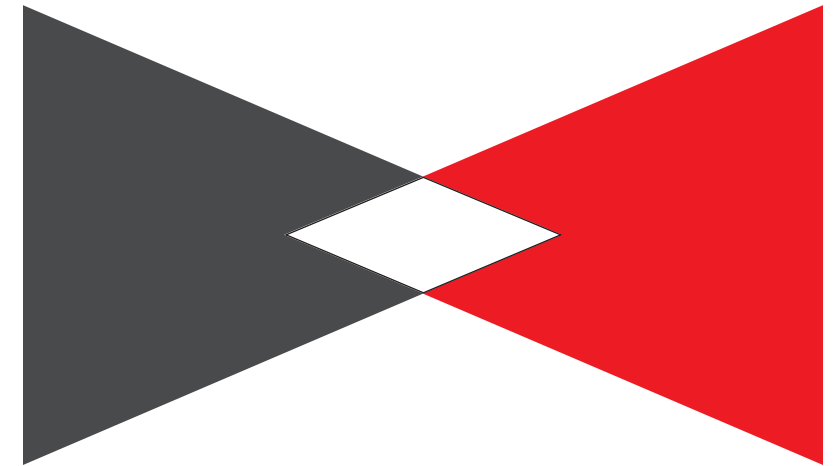
FORESIGHT

60. What recent headlines could impact our work?
61. What are some of the most important things you have learned about your business or industry?
62. How is the competition currently challenging us?
63. What is one sure way our organization is changing? How will that impact your work?
64. What change will our whole workforce need to face in the next two years?
65. What's happening on the world stage that could change the way you work?
66. How do the changes in business and industry trends affect what you might have in mind for your future?
67. What magazines and/or trade journals are you reading to keep up-to-date in your profession? Industry? Broader business context?
68. What do you know/think about our organization's strategy for the future?
69. How are current business conditions likely to affect the products, services, and revenue streams that you contribute to?
70. What changes do you anticipate in your division or department?
71. What might changing economic conditions mean for you, your job and your career goals?
72. How might changing demographics alter the nature of your work?
73. Which of the major economic, political, and social changes taking place will have the greatest impact on your department, organization and/or industry?
74. What strategic change in our internal business practices might take place in the next 24 months that will most impact the way you do your work?
75. What's the single most important growth area in which our organization must concentrate over the next five years?
76. What new skills and tools will be essential in the next few years to remain relevant and competitive?

INSIGHT

77. How do your personal goals support your organization's business needs, and vice versa?
78. When you look at what is possible in the future, what would you most regret not trying?
79. What's one opportunity for growth in your current job that you'd like to seize right now?
80. What new opportunities to learn and grow are emerging for you?
81. What experiences might teach you what you'll need to ready yourself for future opportunities?
82. How satisfied are you with your current development focus? What needs to change?
83. How well are you balancing the work that needs to be done with your own personal development?
84. What's the last significant lesson you learned? How can you use it to drive greater personal or professional success?
85. What one change could you make that would have the greatest positive effect on your success?
86. To reach your goals, what skills and knowledge will you need?
87. What kinds of experiences will prepare you to be successful in the future?
88. How will what you are learning today help move you forward and toward your career goals?
89. What are you willing to invest to achieve your goals?
90. What can you do in your current job that will position you best for the future?
91. What parts of your current job would you most like to expand?
92. Looking at your current skills, which three can most easily be applied beyond your present job and department?
93. What projects or task forces are appealing to you? Why?
94. If you could give yourself the perfect assignment, what would it be?
95. Who would you like as a mentor or coach? What would you like to learn from that person?
96. What three actions could you take in the next two weeks to get started on one of your goals?
97. What learning opportunity interests you the most right now?
98. What would help you feel more fulfilled on the job?
99. What's the best way I could utilize your skills and talents?
100. How could I further support your growth?

100 CAREER CONVERSATION STARTERS



HINDSIGHT

Skills, strengths, talents

1. What have you always been naturally good at?
2. What are you known for?
3. What makes you unique?
4. What's so embedded in your DNA that you just can't keep yourself from doing it?
5. What's the greatest value that you bring to your work?
6. What do you excel at with very little effort?
7. Which of your skills are most valuable to you? To our organization?
8. What part of your education or work experience has been the most valuable to you over the years?
9. What can your co-workers always count on you for?
10. What are your most significant gifts and talents?
11. How did you get to where you are today?
12. What are you better at than anyone?

Values

13. Looking back, what's always been most important to you in life and in work?
14. What are your top three values or things you hold most dear?
15. What issues or problems do you feel most strongly about?
16. What makes life worth living for you?
17. What personal values must be realized for you to feel satisfied in your work?
18. How are your values different today than they were 10 years ago?

Interests

19. What have you always been drawn toward in terms of work or other interests?
20. What's on your nightstand or reading list?

21. When do you feel most alive?
22. What would you be doing if paying the bills wasn't an issue?
23. What are you passionate about that you're not pursuing?
24. Which tasks and assignments inspire the greatest sense of persistence?
25. What excites you about the profession you are in?
26. If you knew you could not fail, what would you do?
27. What have you always wanted to do?

Dislikes

28. What kind of work have you typically gravitated away from?
29. What tasks routinely get pushed to the bottom of your to-do list?
30. What do you do at work that leads to boredom, disengagement, or a sense of just going through the motions?
31. What kinds of situations typically trigger stress or negative emotions for you?

Preferences

32. What aspects of past jobs have you loved most?
33. How do you like to work?
34. What kinds of work settings/spaces help you do your best work?
35. What kinds of working relationships do you find most satisfying?

Weaknesses/Opportunities

36. What lessons do you find yourself learning over and over again?
37. How do your strengths sometimes work against you?
38. What skills do you appreciate in others that you don't always see in yourself?
39. What really saps your energy?
40. What capabilities or skills do others suggest you need to develop?

Engagement

41. What about your work energizes you?
42. When you have a really good work day, what activities are you typically involved in?
43. What do you enjoy learning about most?
44. When was the last time you said "I love my work" and what were you doing?
45. What does it mean to you to be satisfied at work?
46. When was the last time you really stretched yourself... and how did it feel?
47. What do you wish you had more time for?
48. When was the last time you were in the flow ... when five hours went by like five minutes?
49. What's the last thing you did to advance your career or improve yourself?

Different Perspectives

50. What is your reputation with peers and co-workers?
51. What do others say about you when you're not in the room?
52. Whose feedback could provide significant insights?
53. What three adjectives would customers (internal or external) use to describe you? Do you agree?
54. What was the last unfair piece of feedback you received? What was the grain of truth in it?
55. What is the most helpful feedback you have ever received? How did you respond?

Achievement

56. On your 85th birthday, what do you want others to say about your accomplishments?
57. What's your personal definition of success?
58. Where are you playing it too safe?
59. What are you most proud of accomplishing at work and why does it inspire such pride?