



Career Development
Planning

Career Development Planning

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About the Tutorial

The 21st century career development planning has become very individual-centric, so organizations need to be specific in their recruitment process to ensure they balance the needs of the organization properly along with the individual needs.

In this tutorial, we will discuss in detail about the benefits of career development planning and how an organization can help its employee to develop different strategies for their betterment.

Audience

This tutorial is designed for professionals to explain them the relationship between achieving career goals and engaging in a continuous learning process. It will also explain the value of exploring different options in a career plan. Ideally, a candidate is expected to settle in a profession of his choice in five years.

Prerequisites

Before proceeding with this tutorial, you are expected to know the basics of social learning and collaborative online efforts. Additionally, it will also help if you have a clear understanding of which career path you would want to choose and settle in.

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1. Career Development Planning – Introduction

All organizations like to improve constantly. One of the biggest channels to introduce improvements in any organization is through change. There can be no improvements without change. The same thing goes for the employee too. There can be no improvement in an employee's career if he isn't open to change.

Nowadays, if someone expects all good things to happen to him without he doing any value addition, then he is living in a fool's paradise. This is the reason why most of the organizations have self-development plans to help their employees improve their skill sets and become at par with the best talent globally. This acquisition of new skills helps them in gaining personal growth and successful long-term careers. The secret to career success has been encapsulated in the simple words, **be the person with the right skills in the right place at the right time.**



What is Career Development?

Career development is one of those rare steps that addresses the needs of both employers and employees. Every organization wants its **employees to grow in their professional life**, so that they can mold themselves to face the future.

This is the main reason why organizations implement training sessions and introduce many learning curves to integrate their vision with the employee's personal goals. While this process might sound quite seamless, it does offer a lot of challenges during the implementation. The biggest reason is the communication barrier that exists between the management and employees in organizations.

2. Career Development Planning – Stages

In this chapter, we will discuss regarding the elements which are involved in the career development and the planning process.

In general, career building involves two acts:

- Building one's own career through available career opportunities and
- Realizing the career goals that the organization expects that the employee will perform and vindicate the trust that the recruiters showed in him during his selection.

Career planning can also be defined as the process in which an employee can use the available opportunities within the organization to further their own personal benefits. But at the same time, it should be well within the limits of organizational compliance. In that sense, career planning should ideally start before joining the company.



Five Stages of Career Development Planning

Career planning involves five important stages. They are:

- Assessing self and identifying areas of strength and aptitude.
- Finding career opportunities that suit your strengths.
- Setting goals in personal and professional life
- Planning the actions of how to attain goals.
- Periodic evaluation of performance.

Let us now discuss the above-mentioned stages in detail.

Assessing Self

Assessing oneself is the act of reviewing one's priorities, personal interests, strengths and weaknesses, along with appropriate skill sets. These reviews help the employee to get a realistic idea of his chances at career growth in the organization. Assessing will also give him a transparent picture of the skill sets required for specific job descriptions and promotions.

While this is a great tool for exploring growth opportunities in one's own organization, job seekers can use it to look for opportunities among friends and family, and in job fairs. This reality checking also helps in finalizing goals and setting aims for the future.

Finding Career Opportunities

After the self-assessment is done, the next step is to get a reality check on what skills the person has and how they can serve him. In this step, the candidate is supposed to outline all the steps that he needs to follow to reach a specific career. This involves taking stock of technical knowledge and whether it is sufficient to guarantee a job opportunity.

The next significant objective is networking. The candidate should search, if he has anyone in his contact who can offer an opportunity to him, or facilitate the same. A working professional can utilize this step in making a realistic assessment of his goals, if they are still achievable, and all

the changes that happened in the work place to influence his outlook.

Most of the organizations conduct annual appraisals that have many such self-assessment questionnaires. This is where candidates can give themselves a fair score and prove to the management, where all they have contributed in the growth of the organization.



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