Develop a Plan for your Career at UB

Step 1 – Take StrengthsFinder Assessment
• Before you meet with a coach, take the online StrengthsFinder assessment
• Measures the presence of natural talents in 34 general areas, reveals your top 5 strengths
• Helps you to consider if/where you can use your strengths in current and potential roles

Step 2 – Complete Loved it/Loathed it List
• Before you meet with coach, complete a Loved it/Loathed it worksheet
• Helps you identify areas of natural interest in your current role
• Serves as a starting point for self-awareness & discussion with coach

Step 3 – Determine Goals & Create Your Path
• Meet in person with your coach and discuss what brings you to the meeting
• Discuss goals for current & desired roles
• Determine vision for ideal job & success
• Create path to meet goals (short & long term)
• Anticipate obstacles
• Discuss how strengths will help achieve goals
• Identify resources & support needed to achieve goals

Step 4 – Follow-up & Determine Next Steps
• Coach will follow-up to check progress and discuss next steps
• Determine what other support may be needed
• Schedule next session if/when needed
• May need to develop practical skills, may involve an Individual Development Plan (IDP)

Contact a Career Coach directly:

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buffalo.edu/administrative-services/training/career-coaching.html