

the MIDNIGHT WOMEN *CLUB*

Career Planner Workbook

Figure out your next
career move



Introduction

Step into your power with the ultimate career planner workbook! This workbook is your secret weapon to navigating your professional journey with confidence and intention. It's not just a guide, it's a transformative journey that will help you articulate your career aspirations and craft a roadmap to achieve them.

This isn't something to rush through. Give yourself a good 30 to 60 minutes to really dive in. Create a comfortable, inspirational space for yourself -maybe that's playing your favorite empowering playlist, lighting a candle or diffuser with a scent that makes you feel grounded, or gathering tools that inspire you-.

Are you ready to tap into your potential and architect the career of your dreams? This essential tool is just the ticket. Happy planning!

Step 1: Spin the Wheel of Life

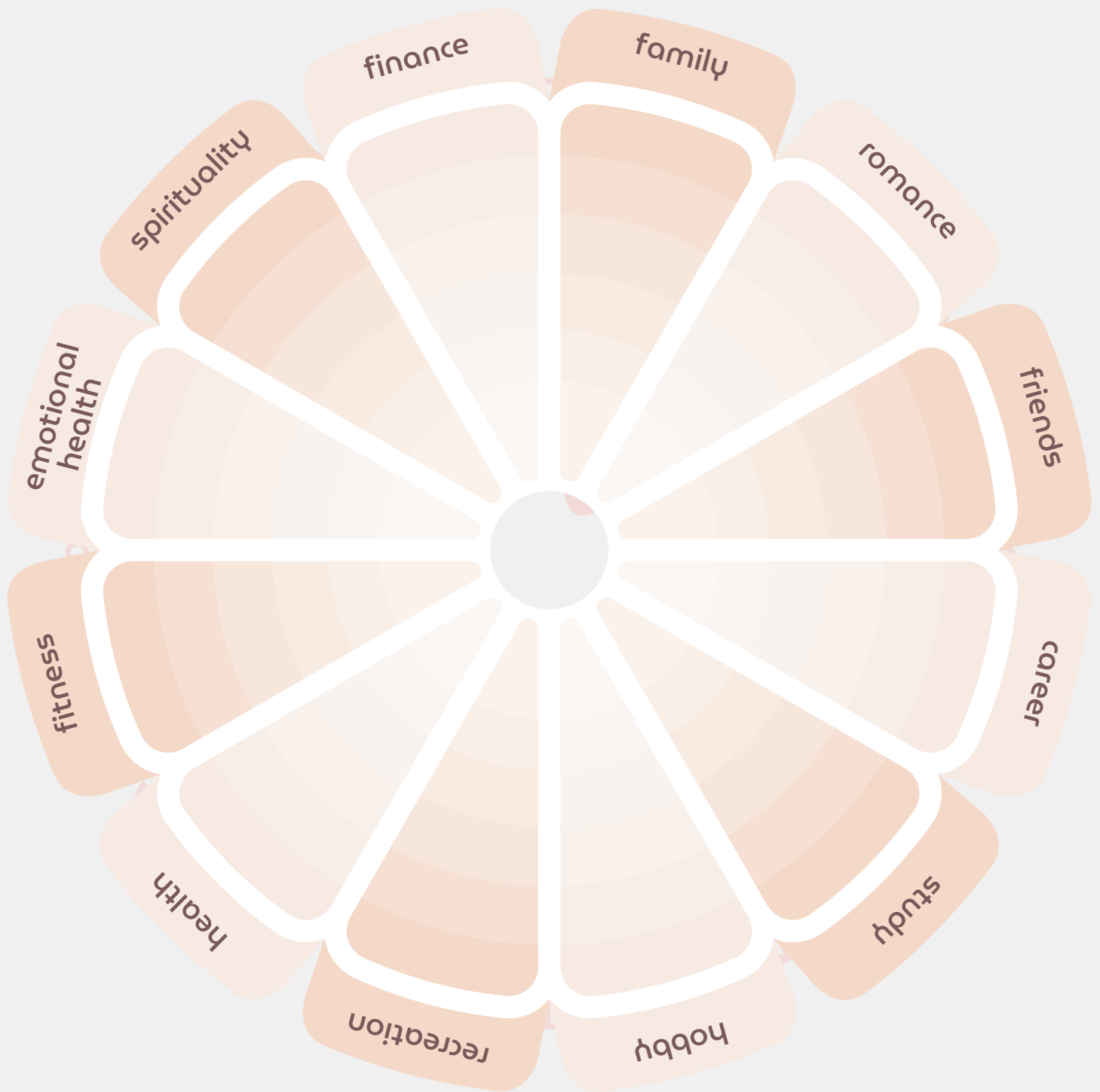
"Wheel of Life"? What does that have to do with my career? We get it, and we're here to enlighten you!

Think about the "Wheel of Life" exercise as your personal life's self-assessment tool, helping you identify the pillars that keep your beautiful and complex life in motion. Assessing each area is an eye opener tool to identify opportunities unbalancing how you feel and how is that affecting your career satisfaction and/or decisions. Spoiler: sometimes it's not about where you are but how are you feeling inside which really determines your happiness and fulfillment.

Let's break it down:

- **Identify the life areas:** Start by figuring out the areas that mean the most to you. This could be anything from your health, personal growth, love life, spirituality, financial stability, hobbies or your career.
- **Assess your joy levels:** Now, for each of these areas, rate your level of satisfaction on a scale from 1 to 10 – 1 being "I could use a pick-me-up," and 10 being "I'm on top of the world!" We have a handy template for you in the next pages.
- **Connect Your Happiness Dots:** Finally, connect all your dots to get a visual snapshot of your "Wheel of Life." This will show you where you're acing life and where you might want to put in some extra effort.
- **Reflect and Set Goals:** Take some time to reflect... Are there any patterns or insights that stand out to you? Which areas are you most satisfied with, and which ones do you want to work on? Is the satisfaction in these areas directly or indirectly influenced by your career or current job? If so, why and how? Based on your reflections, you can start thinking on some goals or intentions for how you'd like to improve career wise, or to better balance your life without deprioritizing your career.

Step 1: Spin the Wheel of Life



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Step 2: Check-in your balance

No, we are not talking about your account balance, but the balance of your life. With this exercise you should be able to get a pretty good overview of where your strong points are -what areas are really contributing to your life and helping set you up for success-, and what are the areas that might need some attention.

When it comes to the areas of your life, assessing strengths and opportunities is a little bit different than when it comes to assess that for your personality. This is called a wheel for a reason... just like with a vehicle, if your wheel is unbalanced your car is not going to drive well.

So, before making any career change decision, it will be important that you check you car's wheel balancing. Unbalanced areas in your life can be really draining and make your career management harder.

And what about my strong areas?... Of course you should take pride on them and most importantly, think about why those areas are strong and how you got that high score. Did you put an extra focus? More time commitment? Conscious efforts? Whatever it was, could that same thing help you improve at the non that highly-rated areas? Hopefully the answer is yes!

To wrap up the balance step, prioritize the area you want to focus on.

PRO TIP to actual make it happen:

1. *Envision how success looks like in that area (what's your ultimate goal)*
2. *Now breake it down into smaller milestones (this is about progress, not perfection)*
3. *Set specific and measurable objectives (you can't improve what you can't measure)*
4. *Determine what you need to do / what does need to happen*
5. *Prioritze and schedule those actions*
6. *Monitor your progress and be open to make adjustments to the plan*

Step 3: Ready to figure out your next move? Let's go!

We know that figuring out the next step for your career can be a challenging exercise., especially if you know you're looking for something different than what you have now. Now you probably get what to check-in on your life wheel first was pivotal for this exercise.

But if you still feel strong about it or you made a pause, worked on your wheel of life balance and now are ready to start the game, let's kick off the exercise (template on the next pages).

List anything and everything you could possibly want, and let your imagination run wild! Dream big, dream bold - there are no limits here!

Carrer ideals

AREA	NO NEGOTIABLES	NICE TO HAVE	MUST HAVE
Industry			
Department			
Company type & size			
Salary Range			
Scope of the job			
Skills I want to leverage (e.g. negotiations, planning)			
Location			

AREA	NO NEGOTIABLES	NICE TO HAVE	MUST HAVE
Commute (time, transportation)			
Corporate Perks (e.g. health insurance)			
Lifestyle Perks (e.g. gym, food, pets)			
Hours (flexible, remote)			
Development (e.g. mentoring program)			
Others			

Companies of Interest

COMPANY

WHY IT MADE THE LIST

DEPARTMENT - ROLE OF
INTEREST

Wrap-up exercise

Career Vision Board

Think of all those dream careers - the ones that you'd chase in a heartbeat if time and money were no object. Write them all down. Then, consider what it is about each role that draws you in. Look for the common threads woven through each dream job. These are your career values - your true north.

Values and Interests Deep Dive

Do you find yourself gravitating towards a specific group or cause? Who do you want to uplift? Where can you make a difference? Identify 3 companies that resonate with your values and interests. Consider the people who could truly benefit from your skills. For instance:

- *Glossier → Empowering Beauty Buffs*
- *Patagonia → Championing Environmental Sustainability*
- *Warby Parker → Making Eyewear Ethical and Affordable*

Aspirational Influencers

Write down the names of 25 people who are killing it in roles you want. What is it about their job that sparks joy for you? Select 10 of these role models to reach out to and learn more about their journey.

If you loved this, help us grow the TMWC community inviting other career-driven women like you!