

Your Career Audit: How to Get from Where You Are to Where You Want to Be
Presented by Vickie Austin for the SCHFMA Inaugural Women’s Leadership Conference
Columbia, SC, September 30, 2016

- ✓ I have a vision for where I want to be **in 3 to 5 years** and have written my goal, objectives, strategies and tactics in a plan that I review and revise regularly.

If you don’t have a career plan, by when will you have one?

- ✓ I have a **mentor and/or sponsor**—people who are guiding me, investing time in me, opening doors for me and who are available to assist me when I’m faced with career decisions.

If you don’t have a mentor or sponsor, who might be some possible candidates?

- ✓ Over the years I’ve built my “**posse**,” a group of friends and/or family who provide unconditional support, cheering me on when I’m succeeding and supporting me when things get tough.

Who’s on your posse? Create a list and fill in any gaps you might see.

Vickie Austin for the SCHFMA Inaurugal Women’s Leadership Coference
Columbia, SC, Sept. 30, 2016
Page 2

- ✓ I have the **training and expertise** I need to do the job I **have** and I’m working on getting the training and expertise I need to get the job I **want**.

Is there any education or training you’ll need to get to your next step on the career ladder? This could be technical training or it could be in the area of management, leadership or negotiation skills. What would you like to add to your credentials and where could you get that education? (Hint: HFMA has educational programs for every level of career development!)

- ✓ My **network (AKA “Circles of Gold”)** is strong and vibrant. I invest time in my own career development as well as helping others, knowing that the time I spend connecting with people will come back to me tenfold.

*Do you have a **list** or **database** of your contacts—if you wanted to get in touch with them, would you know how to connect? Do you keep in touch with them on a regular basis? What **three things** will you do in the next **three months** to strengthen and expand your network—your “Circles of Gold?”*

- 1.
- 2.
- 3.

To whom will you be accountable for doing those three things?

Thank you for the opportunity to be with you today!