

Career Audit

What matters to you?



HOW HAPPY ARE YOU IN YOUR WORK?

10 questions to help you know if it's time to make your career move

BY KAREN FELTON

STRENGTHS COACHING | CAREER CLARITY | CAREER CHANGE SUCCESS
WWW.STRENGTHSCOACHINGONLINE.CO.UK



Hello!
I'm Karen Felton

I enable people like you to successfully make big changes in their career.

Maybe you're sick of the corporate BS and toxic culture that's been draining you of energy.

Maybe you're in your 40s or 50s and can afford to do something about that niggle you've had for years - that one that kept asking you: 'Am I doing worthwhile work?'

I love enabling people like you to find your work-life happy place.

My strengths and career change coaching will give you confidence to make the change, with lots of practical tips you can apply straight away to achieve the change you want.



COPYRIGHT STATEMENT

This document and its contents are the copyright of Karen Felton, CompassHR. All rights are reserved.

Any redistribution or reproduction of part or all of the content in any form is prohibited.

You may not distribute or share this document or its content, nor may you transmit it or store it in any website or any other form of electronic retrieval system.

V2 July 2023

HAVE YOU STAYED IN YOUR JOB TOO LONG?

Have you been feeling for a while that something needs to change, and maybe it's something in your career?

Or maybe you **know** it's something in your career but don't feel ready to take action yet, or just don't know where to start?

There are many reasons why we stay in jobs and organisations long after we've outgrown them or should leave for our wellbeing.

We often know we should leave and may even say it out loud to family and friends.

But something stops us taking action that really makes a difference.

The questions on the following pages will help you gain clarity about what's currently missing for you, which will in turn provide the momentum you're looking for.

[Read my blog about why we stay in jobs that grind us down](#)





YOUR CAREER AUDIT

Answer each question A, B, C or D.

I recommend you take just a short time to answer each question – trust your gut, it's usually right!

When our work is fulfilling, we see the purpose in what we do and regularly feel satisfied that we're making a difference.

1 How fulfilled are you in your current role?

- a) Not at all
- b) Some
- c) Mostly
- d) 100!

Your answer

☐

Our strengths are those things we're great at, and that energise us. When we use our strengths at work, we're motivated and happy; we perform well; we're less stressed and more resilient.


How often are you able to use your strengths in your daily work?

- 2**
- a) Not at all, I'm bored and drained of energy
 - b) Sometimes but would love more often
 - c) Most days, I'm using my strengths
 - d) I get to use my strengths every day, I love it!


Your answer

☐


Feedback from our leaders is essential. It tells us what we're doing well (which always feels good, no matter how old and experienced we are!) and it enables us to develop further and achieve our goals.

- 3** How often do you get meaningful feedback from your leader?
- Your answer 
- a) Never
 - b) When I've done something wrong
 - c) At formal appraisals
 - d) Regularly, I always know what I'm doing well and where I can do something different

Being able to learn and develop in your career is important for most people. It's what gives us a sense of satisfaction, whether it's to achieve a promotion or for more interesting work.

- 4** How much are you able to learn and develop in your career?
- Your answer 
- a) Not at all, I'm stuck
 - b) I can develop skills that are necessary for the work
 - c) I'd love more opportunity
 - d) As much as I want

When our career is aligned with what matters to us, it's great for our mental fitness. Whether that alignment is with our core values, or the flexibility we want to spend time with our family, or time for hobbies that energise us, it makes a real difference to how we feel about our work.

- 5** How well is your career aligned with what matters to you?
- Your answer 
- a) Not at all
 - b) A little
 - c) It's nearly there
 - d) Completely

When our work is aligned with our strengths and what matters to us, we feel energised by our day. We come home with the motivation and energy to do what we enjoy.

- 6 How do you feel, when you get home at the end of the day?
- a) Exhausted, I have no energy left at all
 - b) Drained but can pick myself up
 - c) I have enough energy for my evening
 - d) Excited by what I've achieved and full of energy!

Your answer

☐

When our work drains us of energy, or creates stress for us, it's common to spend Saturday thinking about what happened the previous week and Sunday dreading Monday.

- 7 How much do you look forward to Monday?
- a) I spend Sunday dreading it
 - b) Not really, I look forward to Friday
 - c) I like most of my work and my colleagues
 - d) I'm motivated to get started every week

Your answer

☐

When we're stressed it can affect our sleep, our appetite and what we eat, and our motivation to do things we enjoy.

- 8 How much is your work negatively affecting your mental and physical fitness?
- a) A lot - I feel exhausted and stressed all the time
 - b) Some of these things are affected by how I feel about work
 - c) A little but I can motivate myself to overcome the impact
 - d) My work doesn't impact me negatively in these ways

Your answer

☐

Psychological safety is what enables us to feel that we can be our whole selves at work. We feel safe to share our true selves and what's going on in our lives, when times are good and bad.

9 How much are you able to be your whole self at work?

- a) I'm not. It's exhausting to wear a mask every day.
- b) Some, but I'd love to be myself more
- c) I share some things with my manager and get the support I need
- d) I can tell my manager and colleagues anything and receive amazing support

Your answer

☐

We're creatures of habit and like to stay in our comfort zone. Even when our comfort zone is not so comfortable anymore the thought of making a change can be scary - What if it goes wrong? Maybe I'm better to stay, I know what it's like?

10 How long have you been thinking about making a change?

- a) Forever!
- b) A year
- c) A few months
- d) It's recent, something has changed

Your answer

☐

Total the number of responses you have marked for each rating:

A	B	C	D
---	---	---	---

WHAT ARE YOUR RESPONSES TELLING YOU?



The greater number of responses you have marked A and B, the greater the need for you to make a change in your career.

If the majority are marked A you're at risk of Burnout – if you're not suffering from it already – and need the change sooner rather than later.

If you have a mix across the 4 ratings, take another look and think about those areas that will make the most difference to you if you take meaningful action now.

If your scores are mostly C and D – congratulations! You're most likely happy and fulfilled in your work. Although if there's a sense of dissatisfaction, think about where that comes from and what you can do to resolve it. My blog about job-crafting will give you some tips!

[Read my blogs to learn about Job-crafting, how using your strengths can enable you to flourish in your career, and more!](#)

WHAT'S NEXT?

If you scored mostly A and B it's worth considering the impact it's having on you and your life, maybe even those people closest to you.

Do you still enjoy *what* you do, but not *where* you do it?

Or do you need a bigger change, to something aligned with your values, that will give you a sense of mission and purpose?

Maybe fear of change is getting in your way. If so, read my blog for tips on how to overcome this:

[Read my blog: Is fear stopping you from making a change in your career?](#)

If it feels like now is the time to say 'No more!' to being unhappy in your work, check out my Career Clarity and Career Change Success programmes.

[CAREER CLARITY](#)
[CAREER CHANGE SUCCESS](#)



WHAT'S NEXT?

If you've found this free download helpful, it'll be fabulous if you let others know so it can help them too! Here's how:



Leave a **LinkedIn Recommendation**

Or **send me a message!**

[READ REVIEWS FROM HAPPY CLIENTS](#)



This is career change success coaching that enables you to make the change you dream of in your career.

**ARE YOU READY TO TRANSFORM YOUR CAREER AND YOUR LIFE?
[GET IN TOUCH!](#)**