

Can “hurdles” be converted to “stepping stones”
for building a successful career?

Presentation by:

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Hurdles ??



Hurdles ??



Hurdles ??



Hurdles



- Your career is a race
- You have to compete
- In the race you will encounter hurdles
- The race has rules
- The race always has a winner
- There is a price

What are Hurdles ?



- Where you come from
- How your were brought up
- Where you went to school
- Job/ Promotion
- Project/ Examination
- Relationships
- Finances

The Career Race



- It is a game like any other
- The game has both Men and Women
- On average in the US, women earn 77% of what men earn for doing same jobs
- Within 1 year of completing college, women earn 8% less than men with whom they graduated with
- Mc Kinsey & Co Inc reveal that having more women in Leadership roles is correlated with stronger financial returns

Understanding the game



- ☐ Business/ career is a game and you can win it
- ☐ If you do not play you cannot win
- ☐ The rules of the game change from organisation to organisation
- ☐ What works with one boss might not work with another
- ☐ Keeping your eye on the ball is essential when it comes to winning the game
- ☐ Do not play a new game by the old rules

Working Hard Vs Working Smart



- ❑ Women have to work twice as hard to be considered half as good
- ❑ No one ever got promoted purely because of hard work



- ❑ Likeability, strategic thinking , networking and being a team player are but a few of the factors that go into crafting a successful career.
- ❑ Parksons Law 'Work expands to fill the time available

Working Hard Vs Working Smart



- ☐ Spend 5% of your day building relationships
- ☐ Stop volunteering for low profile, low impact assignments
- ☐ Do not let people delegate upwards
- ☐ Take a break after every 90 Minutes
- ☐ Use Lunch hours to your advantage
- ☐ Do not wait to be given what you want



Office Politics



- ❑ It is how things get done in the workplace
- ❑ Its simply the business of relationships
- ❑ Clearly define what you have to offer and what you need or want from the other person
- ❑ Use relationships to open doors for you
- ❑ Build trust with your constituents
- ❑ Choose your battles carefully
- ❑ Stop protecting Jerks and when the jerk is your boss its time to look for another job



Social Networks



- ☐ Do not sit outside the social network
- ☐ Allows you to market yourself
- ☐ Enables you to build the 360 degree feedback
- ☐ Provides you with a forum to exchange ideas or solicit opinions
- ☐ Enhances your credibility as a subject matter expert



Get a Mentor and a sponsor/ Advocate



- ❑ A Mentor will offer advise and guidance that help you grow in your career
- ❑ An Advocate speaks for you and on your behalf in your absence, They introduce you to people who might be of help and put you on the radar screens of people who can help you further your career.



Social Interactions



- Chance favours the prepared mind
- Get the agenda for both the formal and informal meetings in advance
- Do your homework around the agenda items and come prepared
- Add value rather than just be a seat warmer
- Avoid sharing too much information- it might come back to bite you
- Do not be overly concern with offending other

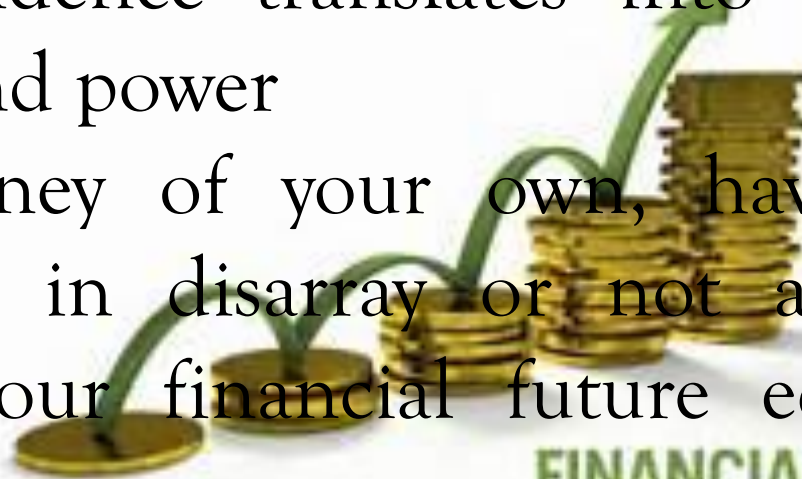
Build Network Relationships



Be Financially secure



- Financial dependence translates into a loss of career choices and power
- Having no money of your own, having your financial affairs in disarray or not adequately preparing for your financial future equates to having no freedom
- Women are forced to remain in dead end jobs and be forced to work beyond the normal point of retirement because they cannot afford to leave
- Have a financial goal and develop a solid financial plan



FINANCIAL PLANNING

Be Visible



- Do not skip meetings
- Meetings provide an opportunity to see and be seen, meet and greet and to play show and tell
- Use meetings to showcase a particular skills
- Ask to be invited for meetings where you will meet senior management
- Choose a role to play in meetings
- Do not volunteer to do low end chores like taking minutes or making tea and copies

Negotiate



- Deliver excellence always
 - Provide Value to your company
- Do your homework
 - Benchmark, collect data
- Be clear about what you want
 - If you don't know what you want you cant get it
- Have a plan B
 - Best Alternative to a Negotiated agreement
- Anticipate Push Back
 - Plan how you will respond

Inappropriate use of social media



AVOID

- ☐ Incomplete profiles
- ☐ Multiple names
- ☐ Not interlinking your profiles
- ☐ Being a robot
- ☐ Posts that scream ME ME ME

DO

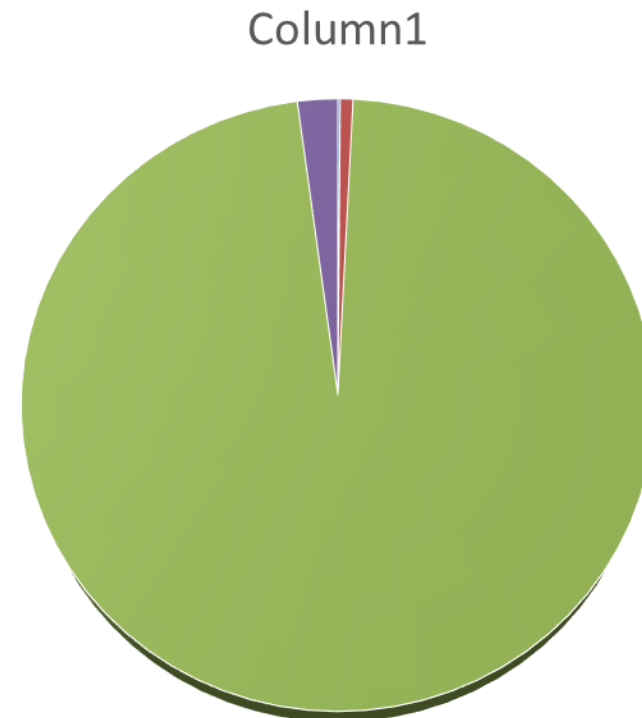
- ☐ Remove tags from undesirable pictures that might have been posted online
- ☐ Control your personal privacy settings

Building on Credibility



The 7%- 38% and 55% Rule

7% What you say
38% Is how you sound
55% Is how you dress



Brand and Market yourself



- ☐ Define your personal Brand
- ☐ Always introduce yourself with energy and enthusiasm
- ☐ Do not minimize your work or position
- ☐ Do not use your nickname or first name only
- ☐ Do not wait to be noticed
- ☐ Take up high profile assignments
- ☐ Sit at the table
- ☐ Avoid using preambles and explaining too much
- ☐ Avoid talking too fast or too softly

Avoid



- ☐ Always asking for permission
- ☐ Apologizing to much
- ☐ Obvious body inks and piercings
- ☐ Smiling inappropriately
- ☐ Taking too little space
- ☐ Wearing inappropriate make up
- ☐ Wearing Inappropriate attire
- ☐ Grooming in public
- ☐ Accessorizing too much
- ☐ Poor eye contact



Avoid



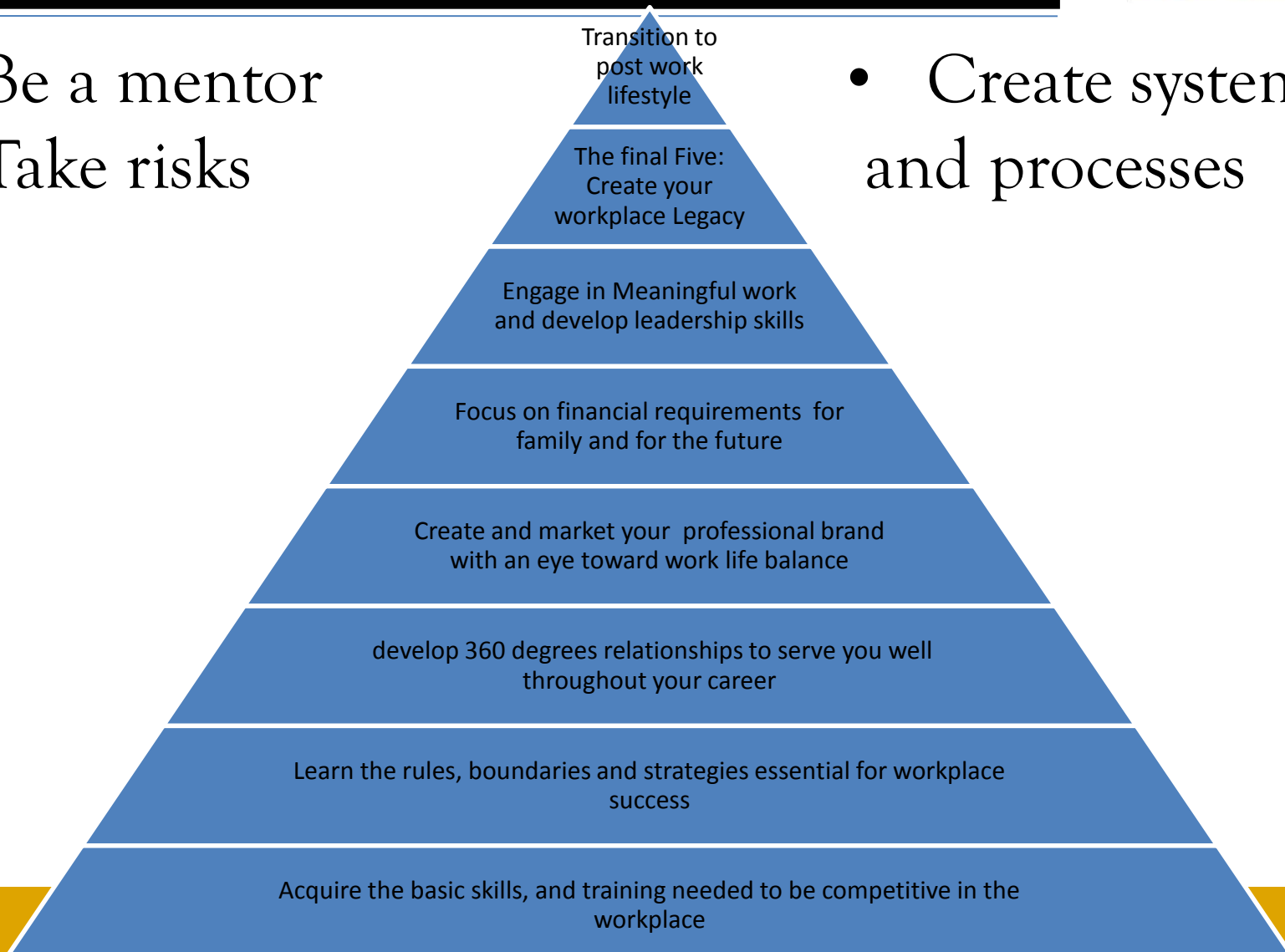
- ☐ Airing your views in online public forums
- ☐ Holding a grudge
- ☐ Believing others know more than you
- ☐ Taking notes, getting coffee and making copies
- ☐ Tolerating inappropriate behaviour
- ☐ Exhibiting too much patience
- ☐ Accepting dead-end assignments
- ☐ Allowing yourself to be the scapegoat
- ☐ Permitting others' mistakes to inconvenience you
- ☐ Tolerating sexual harassment
- ☐ Crying

Build a legacy



- Be a mentor
- Take risks

- Create systems and processes



Interactive Session



I HAVE FOUGHT THE
GOOD FIGHT,
I HAVE FINISHED
THE RACE,
I HAVE KEPT
THE FAITH.

2 TIMOTHY 4:7

THANK YOU



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