

Bentley Career Success Equity Program

Conversation Starter for Manager-Participant Monthly Meeting

Session #3: Career Success Readiness

Please have meeting with Participant by 1/7/2025

Key Takeaways:

- Each participant answered 2 questions:
 - o What growth in skills/experiences do you need to be a Subject Matter Expert (SME)? What is one area you are developing to be ready for the next role?
 - o What is your Career Vision that aligns with your Motivators and what growth will enable achievement of the vision?
- Each person should be strategically growing in their everyday work. In addition to performing their tasks, they need to ask, “what am I doing to develop my professional capabilities that helps me achieve my career goals?”
- Case study – show that career paths can grow differently depending on the function, the organization and personal approaches.
- Know your next job target, research about necessary skills, and do a gap analysis. What existing skills, can be leveraged -- aka “transferable skills”?
- Talk with managers to learn how you can develop in your role, what skills are needed to be an SME and engage in career growth discovery. Building your Career Vision requires advocates and mentors. You can’t do it alone. Mentors, like your managers are key to career growth.

Conversation Starters – Managers to Discuss with Participants:

- What aspects of your current work in this team/department aligns with your Career Vision?
- What is your career growth target in the next year? Let’s consider the what skills and experiences are necessary. Let’s build an action plan (what, how, when) together.

These exercises do not need to be turned in, these are to be used as a guide for the conversation between you and your direct report