



## What we have learned about Career Development

**Intro:** Meridian Executive Resources is a 27-year old firm providing organizational development resources to the technology community. Our focus is providing support for senior executives in securing a new senior executive opportunity and supports their long-term career goals.



**Analysis:** In today's competitive job market there is no single answer for securing a new position. The answers are complicated by the number of 'moving targets' in the hiring processes and the rapid change of requirements. It is projected in today's market that you have less than a 10-50% probability as security a new position.

So how do you improve your chances of securing a new position? First is to spend time analyzing your background, skills, and capabilities to support developing a plan of action. Second is to build a comprehensive set of career documents, (*a resume is not enough*). Third is to raise your visibility in the market by extending and informing your contact base. Fourth is to do the deep research necessary on the companies and positions you are interested in. Fifth is to take the 'smartest candidate' knowledge you have developed yourself into the interview.

**Issues:** Time to secure a new position can range from one day to more than six months. To assure you are ready here are a few guidelines to help support your process:

- There will be a range of candidates applying for the position. The key is to be the smartest candidate to secure and succeed in the initial interview.
- Visibility is a critical issue. A high priority should be to expand you contact base and assure your contacts are informed on your goals.
- Refine your career objectives to be specific on what opportunities you are interested in. (*you should adjust your documentation and Linked In to meet the specific job description and responsibility*).
- Position descriptions do not tell the whole story. Research the company and analyze the position description to assure you are ready.
- Every contact has the potential to provide additional contacts. Be sure to follow up with your contacts. (*Create a knowledge paper on your expertise as well as expand your Linked In posting, contacts, and career information.*)
- Telling your story and seeing yourself as other see you is not easy. (*Working with a career coach can raise the potential in securing a new position.*)
- Job interviews are two way street. As much as the hiring company is interviewing the candidate, the candidate is interviewing the company. (*Develop a list of questions you want to ask them in the interview*)
- Learn about the culture at the company. Go sit in their lobby at lunch before the interview. It is amazing how much you can learn about a company's culture by observing people coming and going.
- In the interview when asked: "Tell me about yourself." be prepared to tell them **WHY** you are the right candidate for the position. (**DO NOT** give a running history of your career. (*Stay focused on how your accomplishment fit their requirements.*))

[Sandys@meridianer.com](mailto:Sandys@meridianer.com), cell: 415-860-3063, [www.meridianer.com](http://www.meridianer.com)