

What to Do When You Want to Change Everything

Coming to the realization that it's time for a job switch or broader career change? By taking small steps and tending to your emotional well-being throughout this process, you can make a successful transition.

1. DEFINE NONNEGOTIABLES AND NICE-TO-HAVES. Focus on what you *do* know versus what you *don't* know in areas like salary, location, and job duties. Even if it's not a full picture yet, it's still clarifying to know your requirements so you can choose which new opportunities you say yes or no to.

2. TURN WORRY INTO FUEL. List actions you could take to get the information or experiences you need to confirm or disconfirm your concerns. *Would I really enjoy a leadership role?* To find out, talk to a mentor, take a management class, or get a stretch assignment that gives you part-time leadership responsibilities.

3. BE VISIBLE. Update your online presence with your most recent work experiences, achievements, and updated headshot. Craft a new personal brand statement by filling in this blank: *I am* [your role/title] and *I help* [who you work with] *understand/do* [what you help them accomplish], *so that* [the transformation or final result]. Publish content (original or curated) to become seen as a thought leader.

4. DIVERSIFY YOUR STRATEGY. Avoid relying on online job boards alone. Reach out to family, friends, and former colleagues to let them know what you're looking for. Engage recruiters, attend events or conferences, contact your alumni organization, or target employers directly.

5. PACE YOURSELF. Changing careers doesn't happen overnight. It's a messy, iterative undertaking that takes time, patience, and energy. Sensitive Strivers work best with order, so create a reasonable schedule for your job search activities.