



DiscoverMe

Career Guidance – Blueprint N-NN



Private & Confidential

POPULAR OCCUPATIONS

In listing occupations that are popular among N/NN's, it is important to note that there are successful people of all profiles in all occupations. However, the following are careers N/NN's may find particularly satisfying and some of the reasons why. This is by no means a comprehensive listing but is included to suggest possibilities you may not have previously considered. Although all of these occupations offer the potential for career satisfaction, the future demand for some careers is anticipated to be greater than for others. Based upon our research, the occupations that are italicised in the lists below are forecast to enjoy the fastest rate of growth over the next several years.

BUSINESS

- Executive
- Senior manager
- Office manager
- Administrator
- Personnel manager
- Sales manager
- Marketing manager
- Network integration specialist (telecommunications)
- Technical trainer
- Information services – new business developer
- Logistics consultant (manufacturing)
- Management consultants: computer/information services marketing, reorganisation
- Advertising account manager
- Marketing executive: radio/TV/cable broadcast industry
- Media planner/buyer
- International sales and marketing
- Franchise owner
- Sales manager: pharmaceuticals
- Administrator: health services
- College and university administrator
- Managing editor
- Theatre producer
- Police and detective supervisor
- Human resources manager
- Association manager and adviser
- Program director
- Project manager
- Retail manager
- Real estate manager
- Restaurant and food service manager

The world of business is often enjoyed by N/NN's. They prefer to be in positions of authority, control and leadership. As business executives, they are able to use their long-range thinking to develop contingency plans and map out the best course to meet their goals. N/NN's use a style of direct management and are able to make tough yet fair decisions and set policies for employees. They like to surround themselves with other independent, results-oriented people who can work without a lot of supervision or intervention. N/NN's usually rise to the top of organisations by using their ability to influence people and their ease at meeting and networking with people.

FINANCE

- Personal financial planner

- Economic analyst
- Mortgage broker
- Credit investigator
- Stockbroker
- Investment banker
- Corporate finance attorney
- International banker
- Economist
- Treasurer, controller and chief financial officer
- Venture capitalist

N/NN's often excel in the field of finance. They enjoy making money and enjoy working with other people's money, too! They enjoy the competition of the field and take charge quickly and easily. These careers enable N/NN's to use their ability to forecast trends and design ingenious ways to take full advantage of opportunities for themselves and their clients. They do best when they have little work that involves details and follow-up, but instead can delegate to a competent support staff.

CONSULTING/TRAINING

- Business consultant
- Management consultant
- Educational consultant
- Program designer
- Management trainer
- Employment development specialist
- Labour relations manager
- Telecommunications security consultant
- Corporate team trainer
- Legislative assistant
- Political consultant

The variety and independence offered in careers in consulting appeals to N/NN's. The field has grown tremendously in recent years, giving N/NN's the chance to satisfy their entrepreneurial spirit, work with a variety of people in a variety of business settings and be compensated in proportion to the work they put in. N/NN's often excel in business or management consulting and can be excellent and stimulating trainers. They usually create a structured and challenging environment with creative designs and active sessions. They almost always prefer to take on new projects, and enjoy teaching other ambitious people ways to increase their competence.

PROFESSIONAL

- Attorney
- Judge
- Science/social science teacher
- Chemical engineer
- Intellectual property attorney
- Biomedical engineer
- Environmental engineer
- Attorney (speciality: non-profit charitable giving)
- Attorney (speciality: estate planning)
- Political scientist
- Pilot

ARTS

- Animation – write storyline
- Architecture – Basic design
- Interior design
- Fashion design
- Computer graphics
 - desktop publishing
 - graphic simulation
 - internet/web page design
 - television special effects
- Entertainment
 - set design
 - model building
 - scriptwriters (combine with journalism)
 - special effects
 - stage manager
 - producer/director
 - sound engineering & mixing
 - Exhibition and display industry
- Food scientist or technologist
- Jewellery design
- Landscape architecture
- Curator

THERAPIES AND MEDICINE

- Community work
 - health advisor
 - hospice
 - marriage and family counselling
- Cosmetology
- Dentistry
- Doctor – general before specialization
- Clinical psychologist
- Podiatrist
- Radiographer
- Biokinetics
- Dietician
- Sports psychology
- Biochemistry
 - genetics
 - botany
 - herpetology
 - limnology
 - mammalogy
- Speech language and hearing therapist
- Veterinary science
- Environmental specialist

These professions offer the degree of status and level of influence N/NN's strive for in their careers. N/NN's often enjoy the field of law and have success as practising and administrative attorneys and judges. The intellectual challenge of psychology and psychiatry appeals to many N/NN's, as do the complex field of chemical engineering and the growing fields of environmental and biomedical engineering. In education, N/NN's usually prefer teaching in the upper grades, especially secondary education, adult education and at the college level. They enjoy applying their knowledge in the world around them and often have

careers that let them expand their teaching responsibilities into other areas – like politics or political consulting.

TECHNOLOGY

- Network administrator
- Systems administrator
- Local area network (LAN) administrator
- Robotics network manager
- Database administrator
- Systems analyst
- Project manager
- Engagement manager

Many N/NN's are ideally suited to a whole raft of new computer-related careers that evolved from the explosion of personal computers and the use of the Internet. These jobs require several qualities that come naturally to most N/NN's; the ability to understand and process complex information, an extremely logical mind, the ability to grasp the big picture and superior organisational skills.

CUSTOMISING YOUR JOB SEARCH

Knowing the particular strengths and blind spots of your profile can afford you a tremendous advantage in your job search campaign. In all aspects of the process, from conducting research into available positions, identifying and contacting prospective employers, developing personal marketing tools such as résumés, arranging and conducting job interviews, negotiating salaries to finally accepting a position, people will act true to their profile. Being able to capitalise on your assets and compensate for your liabilities can make the difference between a successful and an unsuccessful job search.

The differences between profiles are sometimes subtle and other times dramatic. It is the subtle variations in advice we offer that make the real difference between success or failure in a job search. The concept of net-working or meeting with and talking to people to gather information about potential jobs, serves as a good example.

- **Expressive profiles** will naturally enjoy networking and are advised to do so on a large scale while they tend to network with people in a defined scope and tend to ask fewer and more structured questions during their networking
- **Receptive profiles** find more limited and targeted networking, especially with people they already know, easier often seemingly unrelated to their field of interest and will be more objective and detached in their style.
- **Emotional profiles** take networking, like everything else, very personally and will go far and wide to find people and enjoy establishing warm rapport, while they could ask questions of all sorts all day long!

PATHWAYS TO SUCCESS: USING YOUR STRENGTHS

As we will detail in the following pages, your strengths and talents in the job search lie in your ability to take command of the process, impressing others with your competence and inspiring them by your confidence. To avoid being perceived as overbearing, try to make conscious effort to listen and ask questions as well as talk and give answers.

As an N/NN, your most effective strategies will build on your abilities to:

DEVELOP AND FOLLOW AN EFFECTIVE JOB SEARCH STRATEGY.

- Establish your goals, including the criteria for the career or job you want, and map out your plan for obtaining it.
- Keep copies of your letters, log your appointments, and keep track of people you have followed up with or still need to contact to keep you organised and on time.

ANTICIPATE TRENDS AND FORECAST FUTURE NEEDS:

- Use your ability to look at current situations and project how they will need to be different in order to meet the changing context.
- Demonstrate your ability to forecast future needs of potential employers by explaining how you see the market changing and how your input and involvement can help the employer meet those new demands.

SOLVE PROBLEMS CREATIVELY

- Approach obstacles as challenges, rather than roadblocks. Rise to the challenge of overcoming them by using your creativity.
- Demonstrate your ability to develop innovative strategies by preparing an assessment of the prospective employer's biggest problems and how you would help to solve them.

NETWORK EXTENSIVELY

- Develop a list of everyone you know who knows you and your abilities, and make appointments to meet with them to discuss your career goals.
- Ask the people who know you to refer you to other people who might either be interested in your area of expertise or might have some knowledge that you will find helpful.

BECOME KNOWLEDGEABLE ABOUT THE ORGANISATION AND THE POSITION OF INTEREST.

- Do some research at the library through industry trade publications or by talking to people already in the field or organisation to find out as much as you can about what's happening at the company and in the field. Also find out what you can about your interviewer so you can find a common ground upon which to establish rapport.
- Synthesize the information you have collected and distil it into a mini-report to review before a subsequent interview or to refer to during the interview to demonstrate your interest in and knowledge of the business.

POSSIBLE PITFALLS

Although all people are unique, there are certain potential blind spots that many N/NN's share. We specify "potential" because some of the following may clearly be true of you, while others may not apply. While considering them, you may notice that these tendencies do not relate just to the job search, but rather describe pitfalls which you may have experienced in other aspects of your life as well. It is therefore helpful to consider each one in terms of your past experiences by asking yourself, "is this true for me?" And if so, "how did this tendency prevent me from getting something that I wanted?" You will probably notice that the key to overcoming your blind spots is the conscious and thoughtful development of your third and fourth functions (Sensing and Feeling). We recognise that many of the suggestions will be difficult to implement, but the more you use these functions, the fewer problems they will cause you in the future.

AVOID MAKING DECISIONS TOO QUICKLY

- Take time to gather all the relevant, albeit mundane, facts about a job or career before deciding whether you are interested in it. Refer to your list of criteria and be sure to ask all the necessary questions so that you have an accurate and realistic picture of the job and its opportunities.
- Be sure to reflect before acting. Ask yourself what you really want and how a potential job fits with the things you believe are important to you. Be honest with yourself and add those values and desires to your list of criteria.

TRY NOT TO APPEAR AGGRESSIVE AND PUSHY

- Be aware that other people may be put off by your energy and drive and consider you too aggressive. Take time to establish rapport, finding some common personal ground early on in an interview. Take time to recognise the contributions of those around you.
- Try to be understanding of the unpredictable delays and postponements that are a fact of life. These may slow down your journey toward your goal, but try not to let them frustrate or discourage you.

DON'T DISCOUNT OPPORTUNITIES YOU CONSIDER TO BE BELOW YOUR COMPETENCY LEVEL.

- Realise that you may appear overconfident and arrogant and unintentionally insult a potential employer by refusing to consider a position you see as beneath you.
- Think of everyone you meet as someone with whom you may have to work one day and do all that you can to establish good relations with them.

BE PATIENT WITH ALL PHASES OF THE PROCESS, EVEN THE DETAILS.

- Don't overlook the practical considerations of a job search in lieu of the more interesting aspects. Check out the time investment and costs associated with a quality job search and be sure they are budgeted into your overall plan.
- Delay starting your job search until you have fully researched your resources and are sure you will be able to complete it to your high standards before ploughing ahead.

WORK ON DEVELOPING ACTIVE LISTENING SKILLS.

- Realise that you sometimes may interrupt others before they finish speaking because you have anticipated (correctly or incorrectly) what they are about to say. Instead, wait a few seconds after they have finished speaking and check with them to make sure you understood what they meant.

- Remember that, rather than appearing confident and competent, you may come across as impatient and domineering. Make a conscious effort to curb that tendency by giving the other people plenty of time to gather their thoughts and finish their sentences.

CHANGING OR KEEPING YOUR JOB: THE KEY TO SUCCESS

Now that you have a solid understanding of your profile, you can see how your natural preferences make you better suited for certain kinds of jobs. You can also see how knowledge of your profile-related strengths and weaknesses can help you conduct a more successful job search. But as a N/NN, you've already realised that you are not equally drawn to every career or field listed and final step is to narrow down the field and find the work you we meant to do.

In addition to Profile, several other factors – such as your values, interests and skills – also contribute to your level of satisfaction on the job. The more compatible you are with your job, the happier you'll be. So prepare to use everything you've learned (in this report and in life) to create your strategic career plan.

However, you may have decided it makes more sense (if perhaps only for the moment) to stay in your present job or with your current employer. There may be many valid reasons – financial pressures, family considerations, a tough job market for your speciality, or just bad timing. But take heart! What you've learned in this book can also help you be more content and successful in your current job. And should the time come when you're ready to make a major career move, you'll have a much better idea of where you want to go, and how to get there.

"SO, IF YOU CAN'T HAVE THE JOB YOU LOVE (YET!) ... LOVE THE ONE YOU'VE GOT"

The simple truth is, with the exception of work on a factory assembly line, the vast majority of jobs allow a good deal of flexibility in the way tasks are performed. Here are some ways you may be able to "massage" your current job into one that better fits your needs"

- Try to get appointed to strategic planning committees.
- Find a mentor (if you are new to the field or organisation).
- Create opportunities to be a leader (volunteer to chair a committee, etc.).
- Develop a "critical friends group" (people that help critique each other's ideas).
- Seek professional development opportunities on a regular basis.
- Sign up for advanced training or a degree in your area of speciality.
- Join and/or become a leader in a professional association.
- Invite more input from direct-reports.

EXAMPLE: ONE N/NN TURNS LEMONS INTO LEMONADE.

Josh was the managing partner in a small law firm. Although he had reached the top of the ladder at his company and had even greater ambitions, he was not yet experienced enough to get the same position in a larger firm. He ran for office for his State Bar Association, worked hard, and within two years assumed its presidency. This added leadership experience and state-wide exposure made him a great candidate for the kind of position he sought.

Use what you've got to get what you need.

Simply put, the best advice on how to succeed is to capitalise on your strengths and compensate for your weaknesses. Learning how to do this can make the difference between succeeding or failing and loving or hating your work. To help you, we include the following inventory of your potential strengths and weaknesses. And while every individual is unique, as an N/NN, many of the following should apply to you.

YOUR WORK-RELATED STRENGTHS MAY INCLUDE:

- Ability to see possibilities and implications.

- Aptitude for creative problem solving.
- Understanding of complex issues.
- Drive and ambition to succeed.
- Confidence and natural leadership ability
- Strong motivation to be competent and to excel.
- High standards and strong work ethic.
- Ability to create systems and models to achieve your objectives.
- Courage to take bold steps and the drive to reach goals.
- Logical and analytical decision-making skills.
- Decisiveness and strong organisational skills.
- Comfort with technology, you're a quick learner.

YOUR WORK-RELATED WEAKNESSES MAY INCLUDE:

- Impatience with others who are not as quick as you are.
- Brusqueness and lack of tact and diplomacy.
- Tendency toward hasty decision making.
- Lack of interest in mundane details.
- Tendency to want to improve something that doesn't need improving.
- Tendency to intimidate or overpower others.
- Tendency to not take the time to adequately appreciate and praise employees, colleagues and others.
- Reluctance to re-examine issues already decided.
- Propensity to overemphasize work life to the detriment of home life.

USING YOUR STRENGTHS IS EASY. THE SECRET TO SUCCESS IS LEARNING TO:

Slow down,
focus on the details,
and tune into others' needs.