Moments of Glory
Mapping past success
to future direction
Workshop Goals

• Provide an overview of the PCS process
• Gain a clearer understanding of how the PCS fits into your ongoing career development
• Begin to think of yourselves as your own lifelong career managers (e.g. teach a person to fish)
• Participate in an exercise that brings your career accomplishments to life
The PCS Model and Your Submissions

Stage 1
- Exploration
  (Appendix A, B, C)

Stage 2
- Decision-Making

Stage 3
- Planning

Stage 4
- Implement

Recycle at each Job/Career change
What are Achievements?

- Accomplishments
- Success stories
- Home runs
- Touchdowns
- Wins
- Moments of glory
What They are Not

• Job duties
• Roles
• Responsibilities
• Tasks
• Just what you did, but what you did well
Moments of Glory

• Contributions to a team
• Deliverables to a project, client, customer
• Awards, honors you earned
• Projects you completed
• Milestone events you reached
• Performance goals you exceeded
Moments of Glory

• You did well
• Enjoyed doing
• Proud of the results
Why talk about this?

Past performance is the best predictor of future performance.

Past success is the best predictor of future success.
STAR Model

S - Describe the situation or task
T - What action, intervention did you pursue?
A - What results, outcomes did you achieve?
Examples

• Analyzed clients’ tax returns to determine whether or not the application of an investment advisory fee deduction would be beneficial. The project earned clients $20,000 in tax refunds.

• Created new store trend analysis to assist Zone Controllers in accuracy of sales projections and analyze market impact on new store progression.

• Coordinated airlift concurrently with … to transport over 300,000 priority passengers – maintained an extraordinary 98.4% on time departure rate.

• Negotiated contracts with suppliers and carriers, identified cost savings opportunities and reduced total sourcing cost by 10%-20%.

• Developed strategic relationship with the terminals, increasing revenues by 30%, reducing cost by 15%, and assuring operation qualities and priorities during peak seasons.

• Coordinated $2 million building transition, saved …$100,000 in annual costs.
Examples

• Proposed and implemented an innovative business strategy … which led to 60% cost reduction in a market where 95% of importers had backed out due to adverse import policies. This led our company to become one of the largest importers and suppliers of betel nuts.

• Led and completed a project that had a potential cost savings of over $1 million.

• Cultivated and grew a portfolio of 50+ business relationships, which totaled over $100M in loan commitment amounts.

• Collaborated on vision of implementing new processes and procedures for inventory control, which resulted in a 50% increase of inventory accountability and accuracy.

• Communicated and conducted a search engine optimization project to improve search keywords for … which increased website viewership by 15%.

• Greatly improved project workflow by establishing the project SOP (Standard Operation Procedure), resulting in an 28% increase of business.
How many accomplishments should you have?

How will this exercise serve you in your search for internships and jobs?
PCS: Career History

1. Please take out your completed Appendix A -- Career History.
2. Select one achievement or significant event.
3. Use the STAR Model worksheet to tell your accomplishment story.
5. Articulate why that accomplishment is significant.
Accomplishment Exercise

• In teams of 2 (look to your right and left), take turns telling your partner your accomplishment story.
• In your team, communicate your most “important “ job function and related accomplishments.
• Goal: To allow your classmates to familiarize themselves with you and your work background and to have them help you with building out your accomplishments.
Accomplishment Exercise: Process

- Each person should be prepared to discuss in detail your most “involved” job function to date from your Career History worksheet.

- Partners will ask enough probing questions to fully understand your job role and tasks.

- You will discuss the accomplishments that you have fleshed out from your PCS.

- Each partner will help you “super sleuth” another accomplishment (or two) that you either missed or minimized and then to develop it.
Debrief

• How did the exercise go?
• Any “aha” moments?
• Did this spark additional accomplishments?
• Did this bring to the surface skills you have taken for granted?
• Did this provide you with clues to future direction?
THANK YOU