How I turn my career pathway into reality

When assessing possible career pathways you should consider the following:

– the environment/context of the new role
– the complexity of a possible move and alignment with your previous experience
– your personal career aspirations

Developing a career plan with these points in mind will inform a career conversation with your manager and should align with your agency’s performance management system. Role descriptions in the sector role description library may identify possible career moves however there may be other roles and opportunities within your agency not included. You should explore all options with your manager. The relevant merit selection rules continue to apply.

Key questions to ask yourself when planning your career

– What are your personal interests and/or passion?
– Are you focused on breadth of experience or depth of expertise?
– To what extent would another agency’s outcomes resonate with your personal passion and/or vocation - e.g. purpose or context?
– What additional skills or experiences do you need to develop?
– What cross-sector opportunities are available to support your capability development - e.g. secondments, job sharing, projects?
– Who can help you achieve your career plan - e.g. mentoring, peer-learning?
– What is your timeframe for achieving your career plan, and how will you track progress?

01 IDENTIFY PATHWAY

What role or roles could you explore for your next career move aligned with your career and personal aspirations and based on your capability, knowledge and experience?

02 ACCESS ROLE DESCRIPTIONS

It’s important to familiarise yourself with the particular capabilities and behavioural indicators required for a role to assess the feasibility of a career move and inform your career move plan.

03 PLAN YOUR CAREER MOVE

Use the career move plan template to articulate what you need to do to perform in a new role, how you will do it, and when you will do it. This should be an integral part of your broader development plan, and link to your agency’s performance management system.

04 TALK TO YOUR MANAGER

Use your career move plan template to inform career conversations with your manager. Your manager can help you assess options and identify opportunities to provide the necessary experience, exposure and education required to support your move to a new role.
Plan your career move

This template has been designed to help you create an action plan for your move into a new role, inform your broader development plan, and support your career planning and development conversations with your manager.

WHAT CAREER PATHWAY DO YOU WANT TO FOLLOW?

DESIRED TIMEFRAME: ____________________________

WHAT IS MY STARTING POINT?

Reference: your role description

Current NSW Public Sector focus capabilities

Current Occupation Specific Capability Set Capabilities (if any) [or other skills/competencies identified with reference to externally developed frameworks, for example, from professional associations]

WHAT CAPABILITY DEVELOPMENT IS REQUIRED?

References: role descriptions

Increased capabilities and level

New capabilities

WHAT EXPERIENCE, EXPOSURE AND EDUCATION WILL HELP YOU MOVE TO THIS NEW ROLE?

Reference: NSW Public Sector Performance Development Framework and Occupation Specific Capability Set (if any) [or other skills/competencies identified with reference to externally developed frameworks, for example, from professional associations]