

FREE RESOURCE



90-DAY **CAREER** **REBOOT** PLAN

Your step-by-step guide to bouncing back,
redefining your career, and building your
dream future.

MARIA WANDELSTAM | EXECUTIVE COACHING



BEFORE WE START...

If you're here, it means you're ready to turn a challenging moment into an opportunity to build the career of your dreams. This plan is designed to guide you step by step, helping you regain confidence, develop essential skills, and create a clear, actionable path forward.

Remember, every setback is a setup for a comeback - let's make you unstoppable!

Wish you all the best.
Maria

FROM SETBACK TO SUCCESS

1

EMOTIONAL RESET WORKSHEET

2

SKILLS INVENTORY TOOL

3

COMPETITIVE EDGE CHECKLIST

4

CAREER MAPPING FRAMEWORK B

5

90-DAY ACTION PLAN



 Have you met
Maria?

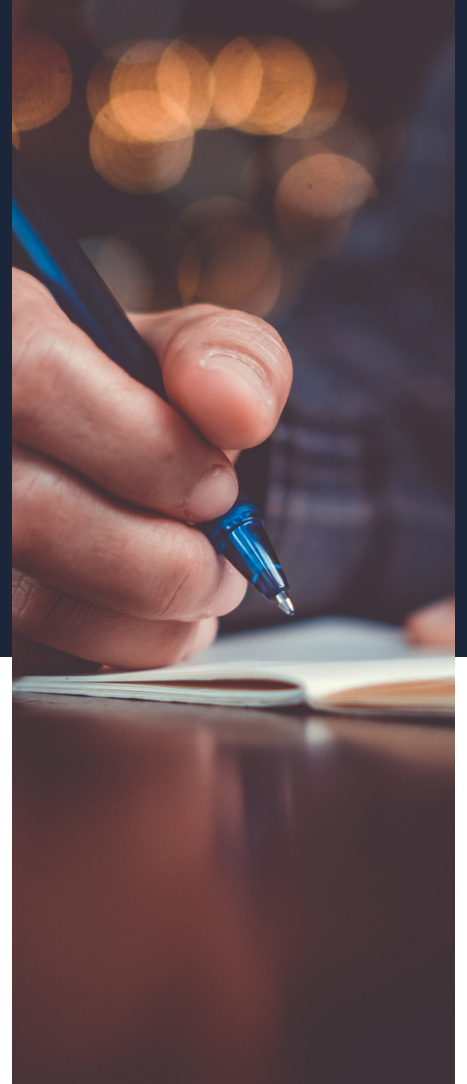
Maria Wandelstam - executive coach and a former global L&D leader who been in corporate for 27 years, who helped leaders all over the globe to take their leadership and career to the next level.

"I don't do cheerleading. I help professionals get results by treating their career and rebrand like a business strategy, not a hobby."

Emotional Reset Worksheet

Purpose: help you process emotions, build clarity, and shift focus toward growth.

Instructions: set aside 20 minutes in a quiet space and answer questions below.



- What **emotions** am I feeling right now?
- What is my biggest **fear** about this situation?
- What **excites** me about the possibility of starting fresh?
- What **strengths or qualities** have helped me through challenges in the past?
- What kind of **career** would I pursue if nothing were holding me back?



Skills Inventory Tool

Purpose: identify transferable skills and uncover hidden strengths.

Instructions: set aside 30 minutes and follow the steps below



Step 1

List your top accomplishments in your last role.

Example: Led a team of 10 to achieve a 20% sales increase in 6 months

Step 2

Break each accomplishment into skills used.

Example: Leadership, project management, negotiation, problem-solving.

Step 3

Highlight skills you enjoy using. Circle the ones that bring you energy or satisfaction.

Step 4

Use a tool like LinkedIn to match your skills to new industries or roles.



Competitive Edge Checklist

Purpose: stay relevant and confident in today's fast-changing job market.

Instructions: set aside 2 hours to complete the task below.



- ☐ Learn one new tech skill (e.g., Canva, ChatGPT, Slack)
- ☐ Update your LinkedIn profile with:
 - A professional headline.
 - A strong, skills-focused summary.
 - Key achievements from your most recent role.
- ☐ Seek 2-3 LinkedIn recommendations from former colleagues.
- ☐ Create a networking plan:
 - Attend one industry event per month.
 - Send a connection request to 5 professionals weekly.



Career Mapping Framework

Purpose: visualize your ideal career and create a realistic roadmap.

Instructions: set aside 30 minutes and follow the steps below



Step 1

Define your vision:

- Where do you see yourself in 1 year? 5 years?
- What does your ideal role look like?

Step 2

Map potential paths:

- Immediate roles: Jobs you can take now to pay the bills and gain experience.
- Bridge roles: Lateral or step-down roles that provide growth opportunities.
- Dream roles: The ultimate goal you're working toward.

Step 3

Align with your values:

- Identify 3-5 core values (e.g., creativity, stability, impact).
- Ensure your career choices reflect these.

90-DAY CAREER REBOOT PLAN



FROM SETBACK TO SUCCESS

Week 1-4: Emotional Reset and Research

1. Complete the Emotional Reset Worksheet.
2. Research industry trends and in-demand skills.
3. Reach out to 3 contacts in your network.



Week 5-8: Upskilling and Branding

1. Take an online course to fill a skills gap.
2. Update your resume and LinkedIn profile.
3. Write a list of 10 companies you'd love to work for.



Week 9-12: Networking and Applications

1. Schedule 3 informational interviews.
2. Apply to 5 roles per week.
3. Attend one virtual or in-person industry event

READY TO GET THE **CAREER** YOU ALWAYS WANTED?

Book a free strategy call at
www.mariawandelstam.com

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professionals and teams



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