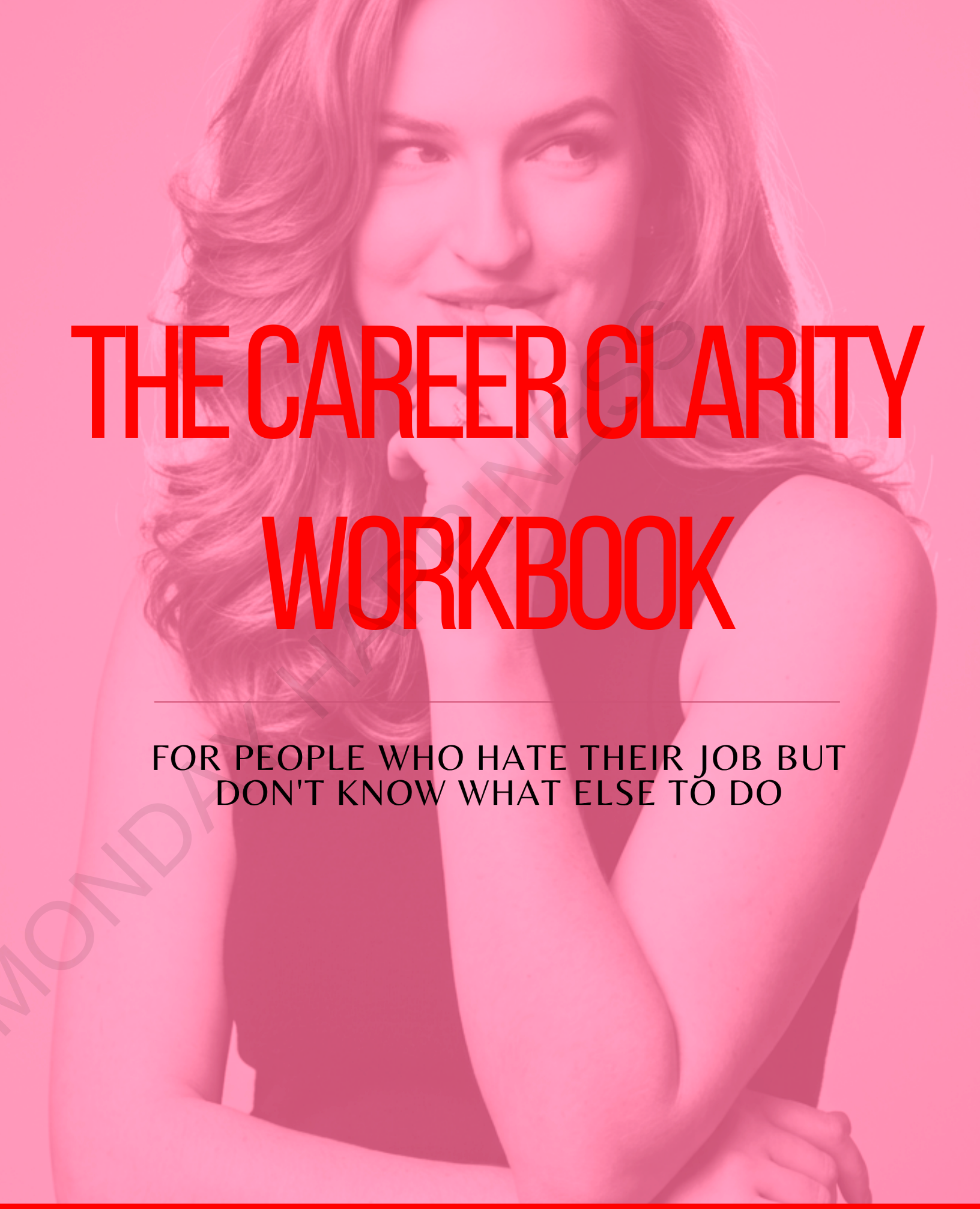

THE CAREER CLARITY WORKBOOK

FOR PEOPLE WHO HATE THEIR JOB BUT DON'T KNOW WHAT ELSE TO DO

MONDAY MORNINGS

WRITTEN BY NATJA BOETTCHER, TRAINED LIFE COACH

This Workbook belongs to:

MONDAY HAPPINESS

MONDAY HAPPINESS

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HI , I'M NATJA



I know this feeling of being in the wrong job really well.
It's not bad enough to quit, but not good enough to ignore — so you stay stuck somewhere in between, going back and forth in your head for weeks, months, sometimes years.

We've been conditioned to believe that if we want to change our lives, we need to change our external reality. But what I've found to be true is that real change happens when you shift your inner thoughts and beliefs.

I see this pattern in almost every client I work with. They think a lot about making a change but rarely take real action. They feel like they're "close" to a career shift but never actually move. They consume more and more information, hoping it will finally bring clarity not realizing that clarity was never going to come that way.

BECAUSE THE PROBLEM WAS NEVER INFORMATIONAL. IT WAS ALWAYS EMOTIONAL.

Most people think they need a new strategy or another life hack. But what they actually need is to break the habits and mental blocks that are holding them back. I know it feels comfortable to believe the problem is out there somewhere but it's not.

HOW TO USE THIS WORKBOOK

I know this workbook is huge. But I wanted to put everything I know into something genuinely valuable for you. I'd much rather you take your time with it than rush through it. This workbook has the potential not only to change your career but to change your life. I truly believe that.
Each week has its own focus:

Week 1 — Where are you actually right now?
Week 2 — What you love, what you're good at
Week 3 — The real reason you're still stuck
Week 4 — Who are you and what actually fits?
Week 5 — Figure out what you actually want
Week 6 — Make the damn decision
Week 7 — Become the person who gets that job
Week 8 — Land your dream job

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The problem was never that you don't know what to do. The problem is that nobody ever asked you the right questions.

By the end of this workbook, you'll have a deep understanding of who you are, what you stand for, why you're here, and what the hell you actually want to do with your life.

I'm glad you're here. And you don't give a fuck about your excuses anymore.

Warmly, 

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LET'S RE-WRITE YOUR CAREER STORY

WORKBOOK PROGRESS

Work through each exercise. Check them off as you go. Skip around if you need to. But do all of them!

Action	Done
Evaluate your current job situation. How satisfied are you? What's going well, and what isn't?	
Clarify your professional self-image. Who are you now, and who do you want to become?	
Clarify your work and life values. What do you stand for?	
Clarify your skills. What are your unique abilities?	
Clarify your passions and interests.	
Identify your limiting believes. what is holding you back in your career?	
Shift your mindset. Reprogram any limiting beliefs.	
Clarify your career identity. Decide who you want to be.	
Clarify your purpose. Why are you here on this planet?	
Clarify your perfect day and perfect week.	
Clarify your job criteria. What are your 5 non-negotiables?	

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WORKBOOK PROGRESS

Action	Done
Set clear career goals using SMART.	
Use my techniques to program in positive beliefs about yourself and your career.	
Create an action plan to land your dream job.	
Master your job search. What are the best strategies for searching for jobs effectively?	
Master your interviews and overcome the fear of rejection.	
Test your career: Get informed.	
Test your career: Get connected.	
Test your career: Give it a try.	
Make an informed decision and choose a career path.	

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When going through this workbook, write down every career idea that comes to mind. Add to it, cross shit off.

Career ideas	Why or why not?

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Career ideas	Why or why not?

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Career ideas	Why or why not?

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Career ideas	Why or why not?

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YOUR CAREER ROADMAP

This is where it all comes together. You'll see the full picture of who you actually are. And finally, clarity.

TOP 5 VALUES

WHAT DRAINS YOU

TASKS THAT ENERGIZE YOU

STRENGTHS AND SKILLS

IDEAL WORKPLACE CULTURE

LIFESTYLE NEEDS

NON-NEGOTIABLES/ JOB CRITERIA

RESSOURCES NEEDED

IDEAL CAREER / LIFE DESCRIPTION

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WEEK 1 — WHERE ARE YOU ACTUALLY RIGHT NOW?

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

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CAREER TIMELINE EXERCISE

Step 1: Create your timeline (page 16)
Starting on the left side of the page, write down the key moments of your career in chronological order — from the beginning until today.
Include your education, jobs you've left, jobs you've started, promotions, successes, and failures. The things you're proud of and the things you'd rather forget.

Step 2: Draw your Mood-o-Graph
Once you have your timeline, draw a simple line above it — like a heart monitor.
When things were good, the line goes up. When things were bad, the line goes down.
Mark the high points where you felt genuinely fulfilled and energized at work. Then mark the low points where you were miserable, drained, or just getting through the day.

Step 3: Look at what your graph is telling you (page 17)

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CAREER TIMELINE

HAPPY

FIRST DEGREE/FIRST JOB

TODAY

UNHAPPY

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JOURNALING QUESTIONS TO THE TIMELINE EXERCISE

- Is there anything that suprises you?
- What stands out? Do you see any patterns? What were your turning points?
- What feels complete for you? What unfinished?
- What contributed to the highs and what to the lows? What happend during your life?
- Take a look at your peaks – what values were fulfilled during this time? Which values where not fulfilled during the low points of your career?
- How have your values changed?

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JOURNALING QUESTIONS TO THE TIMELINE EXERCISE

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CAREER SATISFACTION

STRONGLY DISAGREE = 1 | DISAGREE = 2 | NEUTRAL = 3 AGREE = 4 |
STRONGLY AGREE = 5

QUESTION	1	2	3	4	5
AS THE WORKDAY ENDS, I FEEL SCATTERED AND EXHAUSTED.	◯	◯	◯	◯	◯
I OFTEN FIND MYSELF WONDERING WHETHER I AM ON THE CORRECT PATH IN MY CAREER.	◯	◯	◯	◯	◯
I OFTEN CATCH MYSELF FEELING DOWN ON MONDAYS OR COUNTING DOWN THE DAYS UNTIL FRIDAY.	◯	◯	◯	◯	◯
I DON'T KNOW MY TALENTS. I SIMPLY STUMBLED INTO THIS ROLE AND KEPT GOING.	◯	◯	◯	◯	◯
WHEN I COME ACROSS THE TERM "DREAM JOB," MY MIND GOES BLANK. I STRUGGLE TO COME UP WITH ANY SPECIFIC IDEA OR VISION.	◯	◯	◯	◯	◯
I DON'T WANT TO COMPLAIN ABOUT MY JOB SINCE TECHNICALLY ALL MY NEEDS ARE BEING MET.	◯	◯	◯	◯	◯
I HAVE NO IDEA WHAT MY LIFE PURPOSE IS.	◯	◯	◯	◯	◯

REFLECTION NOTES

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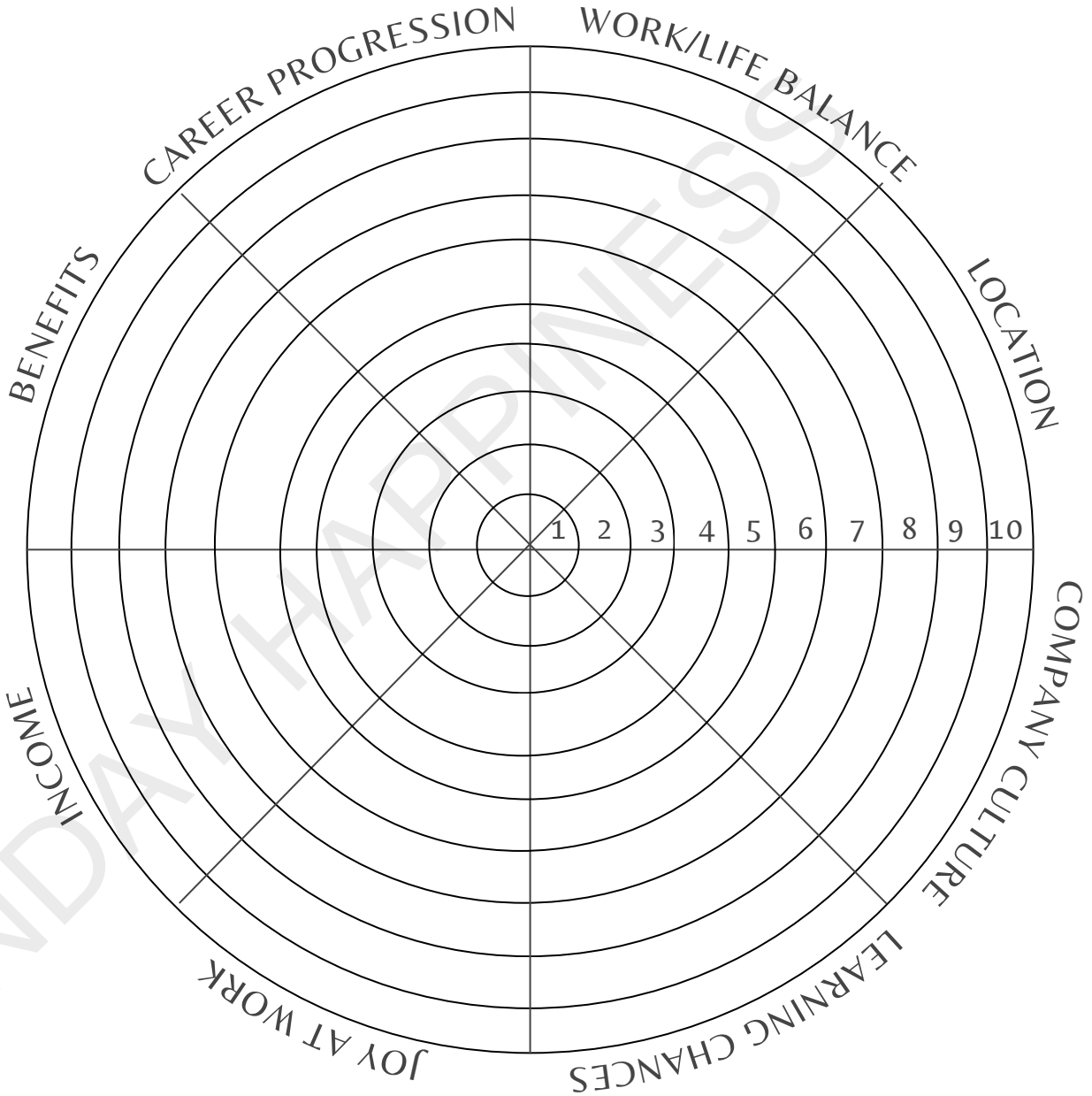
RATE EACH AREA ON A SCALE OF 1 TO 10, WITH 10 BEING THE HIGHEST.



MONDAY HAPPINESS

QUESTIONS TO CONSIDER:

COMPANY CULTURE

- HOW DO YOU FEEL THE ATMOSPHERE IS OR IS NOT A GOOD FIT FOR YOU?
- HOW WELL DO YOU FEEL YOUR VALUES ALIGN WITH THE COMPANY'S VALUES?
- DO YOU FEEL A SENSE OF BELONGING WITHIN YOUR TEAM?
- DO YOU FEEL THAT YOU FIT IN WELL WITH YOUR COLLEAGUES? DO YOU FEEL DISAPPOINTED BY THEM OR IN COMPETITION WITH THEM?
- HOW WOULD YOU RATE THE OVERALL COMMUNICATION AND TRANSPARENCY WITHIN THE COMPANY?
- ARE YOU COMFORTABLE EXPRESSING YOUR IDEAS AND OPINIONS AT WORK?

LEARNING CHANCES

- DO YOU FEEL CHALLENGED BY WHAT YOU DO? ARE YOU GROWING IN YOUR POSITION? OR WOULD YOU LIKE TO BE MORE CHALLENGED?
- DO YOU FEEL INSPIRED BY YOUR COLLEAGUES?
- HOW OFTEN ARE YOU ABLE TO ATTEND WORKSHOPS, SEMINARS, OR TRAINING PROGRAMS? ARE YOU MOTIVATED TO GET MORE EDUCATION OR CERTIFICATIONS?
- HOW SUPPORTED DO YOU FEEL IN YOUR EFFORTS TO LEARN NEW THINGS RELATED TO YOUR JOB?

JOY AT WORK

- ARE YOU WORKING ON PROJECTS THAT GENUINELY INTEREST YOU?
- WHAT RESPONSIBILITY DO YOU HAVE THAT YOU LOVE TO DO? WHAT DO YOU HATE TO DO? DO YOU FEEL OVERWHELMED BY YOUR WORKLOAD? DO YOU FEEL UNDER-WORKED AND BORED? OR, DOES IT FEEL JUST RIGHT?
- HOW OFTEN DO YOU FEEL EXCITED OR MOTIVATED TO START YOUR WORKDAY?
- HOW DO YOU FEEL ABOUT THE BASE OF YOUR WORK? TOO FAST, TOO SLOW, JUST RIGHT?
- HOW DO YOU FEEL ABOUT THE NATURE OF WHAT YOU DO?
- DO YOU FEEL LIKE YOUR WORK MAKES A MEANINGFUL CONTRIBUTION TO YOUR ORGANIZATION?
- HOW DO YOU FEEL ABOUT WHAT YOUR ORGANIZATION DOES IN THE WORLD AND THE SERVICE THEY PROVIDE? DO YOU FEEL IN SYNC WITH THEIR MISSION?

MONDAY MORNING PRESS

INCOME

- ARE YOU SATISFIED WITH YOUR CURRENT SALARY IN RELATION TO YOUR RESPONSIBILITIES?
- DO YOU FEEL FAIRLY COMPENSATED COMPARED TO INDUSTRY STANDARDS?
- HOW OFTEN DO YOU RECEIVE RAISES OR BONUSES?
- DOES YOUR INCOME ALLOW YOU TO MEET YOUR FINANCIAL GOALS AND NEEDS?
- ARE THERE OPPORTUNITIES FOR INCREASING YOUR INCOME WITHIN THE COMPANY?

MANAGEMENT

- HOW IS YOUR RELATIONSHIP WITH YOUR MANAGER?
- HOW WOULD YOU RATE THE LEVEL OF SUPPORT YOU RECEIVE FROM YOUR MANAGER?
- DO YOU FEEL YOUR MANAGER LISTENS TO AND VALUES YOUR INPUT?
- HOW OFTEN DO YOU RECEIVE CONSTRUCTIVE FEEDBACK FROM YOUR MANAGER?
- DOES YOUR MANAGER PROVIDE CLEAR EXPECTATIONS AND GOALS?
- HOW WELL DOES MANAGEMENT HANDLE CONFLICTS OR ISSUES WITHIN THE TEAM?

CAREER PROGRESSION

- ARE THERE MENTORSHIP PROGRAMS OR CAREER COACHING AVAILABLE TO YOU?
- HAVE YOU RECEIVED FEEDBACK THAT HELPS YOU GROW AND MOVE FORWARD IN YOUR CAREER?
- DO YOU FEEL THAT YOUR UNIQUE TALENTS ARE BEING USED IN YOUR POSITION? DO YOU FEEL LIKE YOUR JOB IS HELPING YOU REACH YOUR POTENTIAL?

WORK/LIFE BALANCE

- HOW DO YOU FEEL ABOUT THE SCHEDULE YOU WORK IN YOUR CURRENT POSITION?
- HOW BALANCED DO YOU FEEL BETWEEN YOUR WORK RESPONSIBILITIES AND PERSONAL LIFE?
- DO YOU FEEL YOU HAVE ENOUGH TIME FOR PERSONAL ACTIVITIES OUTSIDE OF WORK?
- HOW OFTEN DO YOU FIND YOURSELF WORKING OVERTIME OR DURING WEEKENDS?

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- DOES THE COMPANY SUPPORT FLEXIBLE WORKING HOURS OR REMOTE WORK?

LOCATION

- HOW DO YOU FEEL ABOUT THE LOCATION OF YOUR JOB, INCLUDING YOUR COMMUTE TO IT? WHAT WOULD MAKE IT BETTER?
- DOES THE LOCATION OF YOUR JOB AFFECT YOUR WORK-LIFE BALANCE?
- ARE YOU HAPPY WITH THE FACILITIES AT YOUR WORKPLACE?
- DOES THE LOCATION OF YOUR JOB SUPPORT OR HINDER YOUR LIFESTYLE?
- WOULD YOU PREFER A DIFFERENT WORK LOCATION OR REMOTE WORK OPTION?

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Write a short reasoning for each of the ratings. Which areas of your job wheel need the most improvement and why?

What changes or improvements would increase your satisfaction in the areas that you currently find lacking?

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TICK THE CHECKBOX FOR EACH STATEMENT THAT MATCHES YOUR REASONS.

- [ ] I WANT TO BE ABLE TO EARN MORE
- [ ] I FEEL LIKE I'M NOT RECOGNIZED ENOUGH
- [ ] MY CURRENT JOB DOESN'T OFFER ME ENOUGH STABILITY/SECURITY
- [ ] I WANT MORE FLEXIBLE HOURS
- [ ] I NEED MORE VACATIONS
- [ ] I FEEL LIKE THERE ARE BETTER OPPORTUNITIES AVAILABLE OUT THERE
- [ ] MY CURRENT WORK IS NOT CHALLENGING
- [ ] MY CURRENT WORK IS BORING
- [ ] I'M NOT PROUD OF MY WORK
- [ ] I FEEL LIKE MY WORK DOES NOT HAVE IMPACT
- [ ] MY BOUNDARIES ARE NOT RESPECTED
- [ ] I FEEL BURNED OUT
- [ ] I WANT A BETTER WORK/LIFE BALANCE
- [ ] MY WORK IS HAVING A NEGATIVE IMPACT ON MY HEALTH AND MENTAL WELL BEING
- [ ] MY BOSS ISN'T DOING A GOOD JOB
- [ ] I DON'T AGREE WITH THE MANAGEMENT STYLE AT MY CURRENT WORKPLACE
- [ ] I DON'T GET ALONG WITH MY COLLEAGUES
- [ ] I FEEL STUCK

OTHERS:

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How would your life and career be different if these reasons were not a problem?

What changes can you make in your current role (and personal life) to overcome these problems?

Are you looking for a complete career change or do you just need a new role within the profession/career you're currently in?

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WHAT CAN YOU GAIN BY STAYING IN YOUR CURRENT POSITION?

CONSIDER WHICH OF THESE MIGHT APPLY TO YOU:

- TAKE ON ADDITIONAL RESPONSIBILITIES TO GAIN HIGHER-LEVEL EXPERIENCE THAT COULD ENHANCE YOUR QUALIFICATIONS FOR FUTURE ROLES.
- STRENGTHEN RELATIONSHIPS WITH KEY PEOPLE IN YOUR ORGANIZATION WHO MIGHT SERVE AS GOOD REFERENCES OR SOURCES OF REFERRALS.
- VOLUNTEER TO LEARN NEW SKILLS.
- PRACTICE AND IMPROVE SKILLS.

MONDAY HAPPINESS

JOURNALING TO CLARIFY YOUR CURRENT JOB SITUATION

- WHAT HAVE YOU DONE RIGHT IN YOUR CAREER AND WHAT HAS BEEN HOLDING YOU BACK?
- WHY DID YOU START YOUR CURRENT CAREER? WERE YOU INITIALLY EXCITED ABOUT IT?
- IF FAILURE WASN'T AN OPTION, WHAT KIND OF LIFE OR CAREER WOULD YOU PURSUE?
- WHAT WOULD YOU ASK FOR IF THE ANSWER IS GOING TO BE A “YES”?
- HOW DID YOU IMAGINE YOUR LIFE WOULD LOOK 10 YEARS AGO? WHAT DREAMS HAVE COME TRUE, AND WHICH ONES HAVEN'T? HAVE YOU HAD TO GIVE UP ON OR COMPROMISE ANY DREAMS?
- IF YOU PURSUED YOUR IDEAL LIFE, WHAT WOULD IT LOOK LIKE IN 10 OR 15 YEARS? WHAT WOULD HAPPEN IF YOU DIDN'T?
- WHAT ARE THE COSTS OF MINIMIZING OR IGNORING YOUR SITUATION AND WAITING ANOTHER YEAR TO TAKE ACTION? HOW IS NOT TAKING ACTION CAUSING YOU PROBLEMS OR CONFLICTING WITH YOUR VALUES? WHO ELSE IS AFFECTED BY YOUR DECISION TO STAY IN YOUR CURRENT JOB? YOUR PARTNER, FRIENDS, CHILDREN, OR COMMUNITY?
- IF YOU STAY IN THIS JOB, WHAT DOES THAT SAY ABOUT YOUR PRIORITIES AND VALUES? WHAT EXAMPLE ARE YOU SETTING FOR YOUR CURRENT OR FUTURE CHILDREN?
- IF YOU WON A BILLION DOLLARS, WHAT WOULD YOU DO? HOW WOULD YOU SPEND YOUR TIME?
- WHAT IS A DIFFICULT OR TROUBLING SITUATION IN YOUR CAREER? HOW HAVE YOU CREATED OR ALLOWED IT TO HAPPEN?

MONDAY HAPPINESS

JOURNALING TO CLARIFY YOUR CURRENT JOB SITUATION

MONDAY HAPPINESS

JOURNALING TO CLARIFY YOUR CURRENT JOB SITUATION

MONDAY HAPPINESS

JOURNALING TO CLARIFY YOUR CURRENT JOB SITUATION

MONDAY HAPPINESS

CAREER CHANGE MYTHS

Most of us grow up with career "rules" we never actually chose. Passed down from previous generations and absorbed without question. And we treat them like facts — when really they're just beliefs.

"I'M TOO GENERALIZED."

Your experience is too broad, not focused enough, not local enough? Diverse experience can actually be an asset. The ability to connect dots across different fields is rare. And rare is valuable.

"I'M TOO OLD TO CHANGE CAREERS."

How many years do you actually have left in your career? Do you really want to spend them feeling unfulfilled? It's never too late to make a change if it means actually enjoying what you do.

"I'LL HAVE TO TAKE A PAY CUT."

Not necessarily. You have skills that go far beyond your job title or your degree. Those skills can be valuable in roles that might actually pay you more than where you are now.

"I CAN'T MAKE A MISTAKE."

This one keeps so many people stuck. But even if you end up in a job that isn't perfect — it's still information. Mistakes are part of figuring it out. They're not proof that you failed.

"A PERFECT JOB EXISTS."

It doesn't. And chasing it will keep you stuck forever. What we're actually looking for is a job that meets 80-90% of what matters most to us.

"I NEED TO KNOW THE EXACT JOB TITLE."

You don't. Career clarity isn't about titles, it's about understanding who you are and what you want. You're not looking for a specific job title the same way you're not looking for a partner named Tom. You're looking for someone who fits.

"SOMEONE ELSE KNOWS WHAT THE RIGHT JOB IS FOR ME."

No they don't. Only you do. So why do you keep asking everyone around you? Are you scared of your own answer? ;)

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CAREER CHANGE MYTHS

I DON'T KNOW THE RIGHT PEOPLE.

I'M NOT QUALIFIED FOR THAT TYPE OF JOB. I'M NOT EXPERIENCED ENOUGH FOR THAT ROLE.

I NEED A DEGREE.

I NEED TO SACRIFICE MY PREFERENCES AND MY TRUE SELF IN ORDER TO GET A WELL PAYING JOB.

I SHOULD BE TAKING THE SAFE ROUTE.

IT'S HARD TO GET HIRED AFTER A CAREER BREAK.

THERE IS NO WAY FOR ME TO STAY IN MY INDUSTRY WITHOUT SACRIFICING LOW PAY.

I WORRY THAT I'M TOO YOUNG OR TOO EARLY IN MY CAREER TO LEAVE MY JOB, AND SHOULD STICK TO IT.

I'M TOO ESTABLISHED IN MY CAREER.

I'VE HAD THIS TITLE FOR 20 YEARS AND THERE'S NOWHERE ELSE TO GO.

WHAT DO <u>YOU</u> BELIEVE ABOUT CAREERS?

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JOURNALING TO GET CLEAR ON YOUR SELF-IMAGE

- WHO IS THE PERSON WHO HAS THAT DREAM JOB? WHO DO YOU REALLY WANT TO BE?
- WHO IS THE VERSION OF YOU WHO EASILY GETS THAT DREAM JOB?
- WHAT ARE YOU FEELING ON YOUR IDEAL JOB ON MONDAY MORNING?
- WHAT DOES THAT VERSION OF YOU HAS TO BELIEVE ABOUT THE WORLD YOU LIVE IN? WHICH BELIEVES WOULD SERVE YOU?
- HOW DO PEOPLE FEEL AROUND YOU? DO THEY FEEL ENERGISZED? DO THEY FEEL GOOD?
- HOW DO YOU FEEL ABOUT YOURSELF HAVING THAT DREAM JOB?

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JOURNALING TO GET CLEAR ON YOUR SELF-IMAGE

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR SELF-IMAGE

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What's your most important takeaway from Week 1?

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WEEK 2 — WHAT YOU LOVE, WHAT YOU'RE GOOD AT

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

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YOUR VALUES

When you make a career decision that doesn't align with your core values, it creates inner conflict. But how can you make the right career decision if you don't actually know what your values are?

THERE ARE POSITIVE AND NEGATIVE VALUES.

Positive values (like honesty, growth, freedom, connection ...) guide you in a beneficial direction. Things like honesty, growth, freedom, connection. These often come from how you were raised, but they change over time too. Getting married, having children, moving to a new country — all of that can shift your priorities.

Negative values are the beliefs that might actually be holding you back without you realizing it.
Here's a personal example: I used to think that being humble meant playing small — not sharing my achievements, not talking about what I'd done. I was worried people would think I was arrogant. I wanted to make others comfortable because that's what I learned growing up.

Take a moment and ask yourself: is there a value you're holding onto that might be keeping you from showing your full potential?

HOW TO FIND YOUR VALUES
Go back to your Career Timeline. Look at the peaks and the low points you mapped out.
At the high points — which values were being met? What was present in those moments that made them good? At the low points — which values were missing? What was consistently absent during the times you were most unhappy?

On the next pages you'll find two lists of values — one for life, one for work.

As you go through them, don't just pick words that sound good. Ask yourself what's actually behind each value emotionally. If you choose "money" — what does money actually mean to you? Freedom? Security? Respect? If you choose "family" — what does family give you emotionally? Love? Belonging? Stability?

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LIFE VALUES LIST

- [ ] INTEGRITY
- [ ] HONESTY
- [ ] RESPECT
- [ ] COMPASSION
- [ ] FAMILY
- [ ] HEALTH
- [ ] FRIENDSHIP
- [ ] GROWTH
- [ ] ADVENTURE
- [ ] RESPONSIBILITY
- [ ] CREATIVITY
- [ ] COURAGE
- [ ] FREEDOM
- [ ] HUMILITY
- [ ] KINDNESS
- [ ] SPIRITUALITY
- [ ] SUCCESS
- [ ] BALANCE
- [ ] GRATITUDE
- [ ] LOVE
- [ ] GROWTH
- [ ] JUSTICE
- [ ] EMPATHY
- [ ] PERSEVERANCE
- [ ] GENEROSITY
- [ ] LUXURY
- [ ] ACCOUNTABILITY
- [ ] SELF-DISCIPLINE

OTHER:

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WORK VALUES LIST

- [ ] INTEGRITY
- [ ] WORK ETHIC
- [ ] PROFESSIONALISM
- [ ] CONTINUOUS LEARNING
- [ ] CREATIVITY
- [ ] TEAMWORK
- [ ] ACCOUNTABILITY
- [ ] LEADERSHIP
- [ ] RESPECT
- [ ] RELIABILITY
- [ ] INNOVATION
- [ ] PASSION
- [ ] EMPATHY
- [ ] COMMITMENT
- [ ] EFFICIENCY
- [ ] COLLABORATION
- [ ] OPEN-MINDEDNESS
- [ ] DISCIPLINE
- [ ] CUSTOMER FOCUS
- [ ] HONESTY
- [ ] RESPONSIBILITY
- [ ] DILIGENCE
- [ ] OPTIMISM
- [ ] INITIATIVE
- [ ] BALANCE (WORK-LIFE)
- [ ] RESOURCEFULNESS
- [ ] ETHICAL BEHAVIOR
- [ ] PUNCTUALITY

OTHER:

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YOUR VALUES

What would you like to change in the world?

What matters to you the most?

What do you stand for? What would it take for you to be living in integrity?

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YOUR VALUES

Over the last 3-4 months which values been most important to you?
Over your entire life which values been most important to you?

Looking at your life as a whole, what are the feelings or emotions that you would do almost anything to avoid to experience?

What are your top values when it comes to work? What happens when they're not met?

INCLUDE YOUR VALUES IN YOUR CAREER ROADMAP.

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YOUR ACHIEVEMENTS

WRITE DOWN AT LEAST 15 THINGS YOU'RE PROUD OF OR REALLY ENJOYED DOING. THESE DON'T HAVE TO BE WORK-RELATED—INCLUDE ACHIEVEMENTS FROM SCHOOL, CHILDHOOD, EVENTS, OR ANYTHING ELSE YOU FEEL PROUD OF.

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How did you feel afterwards?

What kind of skills did you have to use?

What did you enjoy the most?

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Why did you do it? (were you assigned or you volunteered etc.)

What did you exactly do? (write out in detail the whole process)

What role did you play in this? (were you a leader, teacher, organizer etc.)

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Of all of the achievements you identified, which seem to be the most relevant and why?

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YOU SKILL SET

When you use the talents and skills you enjoy, work feels different. On the other hand, when your job is full of tasks that don't align with your strengths you feel it.

As children, most of us were pushed toward what we were already good at.
And at 18 or 20 (with family expectations on top of all of that) how were you supposed to make a truly informed decision about your future career? You probably weren't.

SKILLS VS. TALENTS — WHAT'S THE DIFFERENCE?
Skills are competencies you've learned and developed over time. Things like coding, project management, time management, writing. They can be taught.
Talents are different. They're natural abilities and more deeply rooted in your personality. They often show up early in life. They're used almost unconsciously. And other people notice them even when you don't. Some people have talents so obvious it's clear what they were built for. But for most of us, it's not that simple.
Talents aren't just about singing well or being a great athlete. Being deeply empathetic is a talent. Knowing how to read a room is a talent. Making people feel heard is a talent.

A strength is simply something that comes easily to you — but not to everyone else.

Just because you're good at something doesn't mean you have to do it as a job. And it doesn't mean it will make you happy.

MONDAY HAPPINESS

YOUR SKILL SET

- [ ] COACHING
- [ ] CONFLICT RESOLUTION
- [ ] DECISION MAKING
- [ ] DELEGATING
- [ ] DIPLOMACY
- [ ] INTERVIEWING
- [ ] PEOPLE MANAGEMENT
- [ ] PROBLEM SOLVING
- [ ] VISUALIZATION
- [ ] DEDICATION
- [ ] ETHICS
- [ ] HONESTY
- [ ] INTEGRITY
- [ ] MATURITY
- [ ] PATIENCE
- [ ] PRESENTATION
- [ ] PARTICIPATION
- [ ] RESPECT
- [ ] SHARING
- [ ] CATEGORIZING DATA
- [ ] PROJECT MANAGEMENT
- [ ] STRATEGIC THINKING
- [ ] CRITICAL THINKING
- [ ] DATA ANALYSIS
- [ ] STRATEGIC PLANNING
- [ ] NUMERACY
- [ ] REPORTING
- [ ] RESEARCH
- [ ] TROUBLESHOOTING
- [ ] RELIABILITY
- [ ] PRIORITIZING
- [ ] SELF CONFIDENCE
- [ ] COLLABORATION
- [ ] COMMUNICATION
- [ ] FLEXIBILITY
- [ ] LISTENING
- [ ] OBSERVATION
- [ ] MULTI-TASKING
- [ ] SCHEDULING
- [ ] GOAL SETTING
- [ ] COORDINATING
- [ ] TIME MANAGEMENT

MONDAY HAPPINESS

- [ ] HUMOROUS
- [ ] ENTHUSIASTIC
- [ ] INTELLIGENT
- [ ] KIND
- [ ] DETERMINED
- [ ] COURAGEOUS
- [ ] DIRECT
- [ ] SUPPORTIVE
- [ ] OPEN
- [ ] SPONTANEOUS
- [ ] GENEROUS
- [ ] KNOWLEDGEABLE
- [ ] PERSUASIVE
- [ ] CALM
- [ ] STRONG
- [ ] COMFORTING
- [ ] INSPIRING
- [ ] OPTIMISTIC
- [ ] VISIONARY
- [ ] COMPASSIONATE
- [ ] GENTLE
- [ ] FLEXIBLE
- [ ] QUICK-THINKING
- [ ] PRACTICAL
- [ ] ADVENTUROUS
- [ ] INSIGHTFUL
- [ ] ENTERTAINING
- [ ] ENERGETIC
- [ ] PATIENT
- [ ] ...

MONDAY HAPPINESS

WHICH SKILLS DO YOU HAVE?

Others tell you you're good at:

Take a look at the peaks and lows on your Career Timeline, what skills and talents were active? Which were missing?

After reviewing your skills, which which do you feel are the most useful and purposeful? Which talents and skills do you want to use in your next job? Include your skills in the Career Roadmap.

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR SKILL SET

- WHAT SUBJECT WERE YOU THE BEST AT IN SCHOOL?
- WHAT ACTIVITIES WERE YOU NATURALLY DRAWN TO AND GOOD AT WHEN YOU WERE YOUNG?
- WHEN ARE YOU THE MOST YOURSELF?
- WHAT MAKES YOU FEEL IN FLOW?
- WHAT DO YOU GET LOST IN?
- WHAT COULD YOU DO ALL DAY AND LOSE TRACK OF TIME?
- WHAT OBVIOUS TALENTS DO YOU HAVE?
- WHAT ARE YOUR NATURAL TALENTS THAT MAKE YOUR HEART SING?
- WHAT COMES EASY FOR YOU THAT MAY BE HARD FOR OTHERS?
- AT YOUR JOB, WHAT DO YOU DO THE BEST? WHAT DO YOU DO BETTER THAN ANYONE ELSE?
- IS THERE ANYTHING YOU'RE GOOD AT THAT YOU PUT A LOT OF TIME INTO DEVELOPING?
- DO YOU HAVE ANY NATURAL ABILITIES THAT YOU'RE GREAT AT BUT NOT EXCITED ABOUT?

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR SKILL SET

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR SKILL SET

MONDAY HAPPINESS

YOUR PASSIONS AND INTERESTS

There is no one who has absolutely no interests or dreams. Everyone has something — even if it's not immediately obvious. But finding your passion is not a passive process. It doesn't just happen by thinking about it. What holds most people back is that they stay stuck in their heads and never actually take action.

When you were a child, you wanted to do this when you grew up:

MONDAY HAPPINESS

What do you think about these careers now?
Which of these past interests do you feel still drawn to? In what ways could you invite more of these into your life?

What do you love to do today?

MONDAY HAPPINESS

Have you tried new things related to your interests, or do you stick to what you're comfortable with?

Have you worked on your passion by practicing regularly, or have you just waited for the right time or when you feel like it?

Have you allowed yourself to try and fail, or have you avoided your interests because you're not perfect at them or because you want to avoid the hard work?

MONDAY HAPPINESS

After reviewing your passions and interests, which ones stand out as containing the most meaning and being the most inspirational?

What do you dream of doing/creating/accomplishing in your life? If money and time and obligations were no factor, what would you be doing right now?

Who do you want to be in the future? Who could you become in the future? Who have you not become yet that you desperately want to be?

MONDAY HAPPINESS

PERSONALITY TESTS

When I was in your place, unsure of what to do next, personality tests provided me with at least a good sense of direction. Now, let's be clear—no test can tell you exactly what you should do with your life. We, as human beings, are far too complex to be neatly boxed into one category. But if you have no idea where to start, these tests can offer some useful insights.

Two tests I recommend are the Myers-Briggs Type Indicator (MBTI) and the Holland Code. The MBTI, though not scientifically proven, is one of the most well-respected and widely used tests. You might find that your results vary—I've personally seen myself identified as both an INTJ and an INFJ. This overlap can happen because personality types can share common traits.

The Holland Code works a bit differently. You'll be asked to indicate which tasks or activities you enjoy, and based on your responses, the test will suggest potential career paths.

MONDAY HAPPINESS

Review your insights from the personality tests above, what stands out to you? what resonated most?

Which of your career ideas point to as being the best fit according to your results?

How does your personality type confirm/not confirmed things you have identified about what you are looking for in your career?

MONDAY HAPPINESS

What's your most important takeaway from Week 2?

MONDAY HAPPINESS

WEEK 3 — THE REAL REASON YOU'RE STILL STUCK

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

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MONDAY HAPPINESS

YOUR LIMITING BELIEFS

LIST ALL THE LIMITING BELIEFS YOU IDENTIFIED IN THIS MODULE THAT DO NOT SERVE YOU IN THIS TABLE AND "PROGRAM THEM OUT" WITH THE METHODS AND TOOLS PROVIDED IN THIS COURSE.

Program in	Program out

MONDAY HAPPINESS

YOUR LIMITING BELIEFS

LIST ALL THE LIMITING BELIEFS YOU IDENTIFIED IN THIS MODULE THAT DO NOT SERVE YOU IN THIS TABLE AND "PROGRAM THEM OUT" WITH THE METHODS AND TOOLS PROVIDED IN THIS COURSE.

Program in	Program out

MONDAY HAPPINESS

YOUR LIMITING BELIEFS

This is the most important part of the whole workbook. Because you can know exactly what you want and still not move.

WE ARE MEANING-MAKING MACHINES.
Your brain has something called the Reticular Activating System, it filters information and focuses on whatever matches your existing beliefs. Think about wanting a specific car and suddenly seeing it everywhere. Same thing happens with your beliefs. If you believe you're stuck — your brain will keep finding evidence that you're stuck. If you keep asking yourself "why does this always happen to me?" — your brain will find answers that confirm that story. If you ask instead: "what can I do differently?" and you'll get completely different answers.

WHERE THESE BELIEFS COME FROM
Most of them started long before you had any say. Growing up, if you were lucky, someone encouraged you to dream big. Many of us weren't that lucky. Our dreams got dismissed early and we learned to be "realistic" instead.
In the first seven years of life, we absorb information like sponges, including beliefs that don't serve us as adults. If you grew up hearing your parents argue about money, you might have decided somewhere along the way that money is bad. That belief is now quietly influencing your career decisions.

WHY WILLPOWER DOESN'T WORK
Your subconscious mind runs about 95% of your mental processes. When you try to force a new habit through conscious effort alone it rarely works.

HOW TO SPOT YOUR BLOCKS
- Look at your results. Your current reality reflects your beliefs.
- If you can't say what you want out loud without feeling uncomfortable — that's your sign.
- "I want to, but..." "But it's too hard. But it'll take too long. But I don't have time. But it's too risky." When you catch yourself saying "but" — that's your sign.
- "I can't..." "I can't quit my job." "I can't save enough money." "I can't build something of my own." Most of the time "I can't" actually means "I haven't learned how yet" — or "I don't really want to." — that's your sign.
- Repeating patterns. Do you keep ending up in the same situations? Same toxic boss, same dynamic, same outcome? — that's your sign.

MONEY HAPPINESS

YOUR CAREER HISTORY

Where does your family come from (over the last three generations)?

Were there significant historical events?

Did your family experience conflict, violence, divorce, etc.?

MONDAY HAPPINESS

Are there destructive patterns in your family?

Was there someone in your family who sacrificed themselves?

MONDAY HAPPINESS

Did your father or mother make you the keeper of secrets or complain to you about the other?

Did you feel caught in the middle when your parents had problems?

Did you feel, as a child, that it was your responsibility to maintain the family's unity? Do you still feel that way today?

MONDAY HAPPINESS

What do you do exactly like your parents, even though you never intended to?

What kind of child were you expected to be?

How have your parents/relatives or the community you grew up in influence your career decisions?

MONDAY HAPPINESS

If you did not have this influence, what kind of career/work you would be likely doing now?

How did important people in your life view the profession you're currently in?

Who advised and supported you during your career planning?

MONDAY HAPPINESS

If you could choose again, what would you do differently now?

Knowing what you know now, how do you feel about it?

After looking over the influences from your childhood, what do you feel is YOUR authentic world view and roles in this life?

MONDAY HAPPINESS

YOUR CAREER FEARS

WHAT FEARS ARE HOLDING YOU BACK IN YOUR CAREER? CAN YOU REMEMBER TIMES IN THE PAST WERE YOU FELT THIS FEAR? CAN YOU REMEBER THE FIRST TIME YOU FELT THIS FEAR? WHAT LIMITING DECISION DID YOU MAKE OR LIMITING BELIEF DID YOU TAKE ON AS A RESULT OF THIS EXPERIENCE? NOW AS AN ADULT DO YOU SEE HOW YOU COULD RESPOND INSTEAD?

MONDAY HAPPINESS

WORRY WORKOUT

Are you currently worrying about something that hasn't happened yet?

How can you turn your attention to growing your career instead? List what you can do.

MONDAY HARPINESS

Are you worrying in an attempt to prevent this negative thing from happening?

Is this current worry a real life problem that you can work on resolving?

If “Yes”: What do you need to put into action to resolve the problem? If “No”: What can you do to stop the worry process?

MONDAY HAPPINESS

FEAR AND SELF-DOUBT

Every fear you have was learned at some point which means it can also be unlearned.
Fear is a natural response — it's designed to protect you. But protection and progress don't always want the same thing. The goal isn't to get rid of fear but to stop letting it make your decisions for you.

AS JACK CANFIELD SAID: "EVERYTHING YOU WANT IS ON THE OTHER SIDE OF FEAR."

Here are some fears I hear from clients all the time:

- "My interests are better left outside of work. I could never actually succeed professionally in the things I care about."
- "I'm scared I'll never find the right career and just keep jumping from job to job."
- "What if the right move leaves me underpaid and unable to support my family?"
- "I'm afraid people will see me as a fraud — unqualified, not good enough, unable to make it work."

MONDAY HAPPINESS

JOURNALING TO OVERCOME SELF-DOUBT

- WHAT DO YOU DO TO AVOID GETTING THINGS DONE?
- WHAT DO YOU OVERTHINK A LOT?
- WHAT ARE YOU WAITING TO BE PERFECT BEFORE YOU START?
- WHERE DO YOU USUALLY HIDE OR PUT THINGS OFF?
- WHEN YOU PROCRASTINATE, WHAT DO YOU DO INSTEAD OF WHAT YOU SHOULD BE DOING?
- WHAT ARE YOU AFRAID OF WHEN YOU PROCRASTINATE?
- WHY IS THIS FEAR IMPORTANT TO YOU?
- DOES THIS FEAR REALLY MATTER IN THE LONG RUN?
- WHAT CAN YOU DO TO DEAL WITH THIS FEAR?
- WHAT DO YOU DO WHEN YOU PUT THINGS OFF?
- WHAT EXCUSES DO YOU MAKE FOR NOT DOING THINGS?
- IN WHAT PARTS OF YOUR LIFE DO YOU FEEL STUCK?
- FOR EACH OF THESE AREAS, WHAT DO YOU BELIEVE ABOUT YOURSELF OR THESE AREAS THAT MAKES YOU FEEL STUCK?
- WHO DO YOU RELY ON?
- WHAT AREAS DO YOU KNOW YOU COULD TAKE MORE CONTROL OF?
- WHAT AREAS COULD YOU MANAGE BETTER IF YOU TOOK SMALL STEPS?

MONDAY HAPPINESS

MONDAY HAPPINESS

“YOU’RE AFRAID YOU HAVE NO TALENT. YOU’RE AFRAID YOU’LL BE REJECTED OR CRITICIZED OR RIDICULED OR MISUNDERSTOOD OR—WORST OF ALL—IGNORED. YOU’RE AFRAID THERE’S NO MARKET FOR YOUR CREATIVITY, AND THEREFORE NO POINT IN PURSUING IT. YOU’RE AFRAID SOMEBODY ELSE ALREADY DID IT BETTER. YOU’RE AFRAID EVERYBODY ELSE ALREADY DID IT BETTER. YOU’RE AFRAID SOMEBODY WILL STEAL YOUR IDEAS, SO IT’S SAFER TO KEEP THEM HIDDEN FOREVER IN THE DARK. YOU’RE AFRAID YOU WON’T BE TAKEN SERIOUSLY. YOU’RE AFRAID YOUR WORK ISN’T POLITICALLY, EMOTIONALLY, OR ARTISTICALLY IMPORTANT ENOUGH TO CHANGE ANYONE’S LIFE. YOU’RE AFRAID YOUR DREAMS ARE EMBARRASSING. YOU’RE AFRAID THAT SOMEDAY YOU’LL LOOK BACK ON YOUR CREATIVE ENDEAVORS AS HAVING BEEN A GIANT WASTE OF TIME, EFFORT, AND MONEY. YOU’RE AFRAID YOU DON’T HAVE THE RIGHT KIND OF DISCIPLINE. YOU’RE AFRAID YOU DON’T HAVE THE RIGHT KIND OF WORK SPACE, OR FINANCIAL FREEDOM, OR EMPTY HOURS IN WHICH TO FOCUS ON INVENTION OR EXPLORATION. YOU’RE AFRAID YOU DON’T HAVE THE RIGHT KIND OF TRAINING OR DEGREE. YOU’RE AFRAID YOU’RE TOO FAT. (I DON’T KNOW WHAT THIS HAS TO DO WITH CREATIVITY, EXACTLY, BUT EXPERIENCE HAS TAUGHT ME THAT MOST OF US ARE AFRAID WE’RE TOO FAT, SO LET’S JUST PUT THAT ON THE ANXIETY LIST, FOR GOOD MEASURE.) YOU’RE AFRAID OF BEING EXPOSED AS A HACK, OR A FOOL, OR A DILETTANTE, OR A NARCISSIST. YOU’RE AFRAID OF UPSETTING YOUR FAMILY WITH WHAT YOU MAY REVEAL. YOU’RE AFRAID OF WHAT YOUR PEERS AND COWORKERS WILL SAY IF YOU EXPRESS YOUR PERSONAL TRUTH ALOUD. YOU’RE AFRAID OF UNLEASHING YOUR INNERMOST DEMONS, AND YOU REALLY DON’T WANT TO ENCOUNTER YOUR INNERMOST DEMONS. YOU’RE AFRAID YOUR BEST WORK IS BEHIND YOU. YOU’RE AFRAID YOU NEVER HAD ANY BEST WORK TO BEGIN WITH. YOU’RE AFRAID YOU NEGLECTED YOUR CREATIVITY FOR SO LONG THAT NOW YOU CAN NEVER GET IT BACK. YOU’RE AFRAID YOU’RE TOO OLD TO START. YOU’RE AFRAID YOU’RE TOO YOUNG TO START. YOU’RE AFRAID BECAUSE SOMETHING WENT WELL IN YOUR LIFE ONCE, SO OBVIOUSLY NOTHING CAN EVER GO WELL AGAIN. YOU’RE AFRAID BECAUSE NOTHING HAS EVER GONE WELL IN YOUR LIFE, SO WHY BOTHER TRYING? YOU’RE AFRAID OF BEING A ONE-HIT WONDER. YOU’RE AFRAID OF BEING A NO-HIT WONDER” ELIZABETH GILBERT

MONDAY PRESS

JOURNALING TO IDENTIFY YOUR LIMITING BELIEVES

- WHAT FEELS DIFFICULT OR OUT OF REACH? WHERE DOES A GOAL SEEM 'TOO BIG,' 'FAR AWAY,' OR 'UNATTAINABLE'?
- WHAT'S YOUR FIRST MEMORY OF SUCCESS, OR MORE IMPORTANTLY, WHAT IS YOUR FIRST MEMORY OF FAILURE AS IT RELATES TO THE TOPIC OF A CAREER? THIS COULD COME FROM AN EXPERIENCE YOU SAW YOUR PARENTS HAVE OR YOU YOURSELF HAD.
- WHAT DID YOU MAKE THAT MOMENT OR SITUATION MEAN ABOUT LIFE OR THE WORLD AROUND YOU? AND WHAT DID YOU MAKE THAT MOMENT MEAN ABOUT YOU?
- WHAT TRIGGERS YOU?
- WHAT JUDGMENTS DO YOU FIND YOURSELF MAKING ABOUT OTHERS?
- ARE YOU ENVIOUS OF OTHER PEOPLE? IF SO, WHY?
- IS THERE SOMETHING OTHERS HAVE THAT YOU DON'T ALLOW YOURSELF TO HAVE?
- ARE THERE ANY INNER VOICES THAT CRITICIZE OR TALK DOWN TO YOU?
- WHAT IS IT THAT YOU KNOW YOU SHOULD DO BUT AVOID DOING? WHAT WOULD HELP YOU MOVE FORWARD?
- WHERE DO YOU FEEL ANXIOUS ABOUT TAKING ACTION? WHAT SPECIFIC FEARS OR DOUBTS DO YOU THINK MIGHT BE HINDERING YOU FROM PURSUING YOUR CAREER ASPIRATIONS?
- WHEN YOU THINK ABOUT YOUR CAREER, DO YOU FEEL A SENSE OF INDECISION? IF SO, WHAT DOES IT LOOK LIKE?
- DO YOU FEEL RESISTANCE OR FEAR ABOUT A POSSIBLE CAREER CHANGE? WHY DO YOU THINK THOSE EMOTIONS ARE COMING UP?
- WHERE ARE YOU GIVING AWAY YOUR POWER?
- WHEN YOU IMAGINE THE VERSION OF YOURSELF WHO IS ALREADY ON HER DREAM CAREER PATH, WHAT DO YOU NO LONGER FEEL OR BELIEVE?
- ARE THERE LIMITING BELIEFS THAT KEEP RESURFACING AND NEED SUPPORT TO RELEASE?
- WHICH OF THE COMMON “BUTS” HAS HELD YOU BACK IN THE PAST?
- HAVE ANY OF THESE BEEN A ROADBLOCK FOR YOU IN YOUR CURRENT POSITION OR PAST POSITIONS?
- WHAT LIMITING BELIEFS ARE YOU READY TO LET GO OF TO NOT CARRY THESE PROBLEMS WITH YOU TO YOUR NEXT POSITION?

MONDAY HAPPINESS

MONDAY HAPPINESS

MONDAY HAPPINESS

RELEASE A LIMITING BELIEF

USE THESE QUESTIONS TO WORK THROUGH YOUR LIMITING BELIEFS ONE BY ONE.

What are you too much of, or not good enough for? Where does this belief come from? What do you make it mean? How can you turn it into a good thing?

Have you ever told yourself you're terrible at something?

What reasons do you think are stopping you from being successful or a leader in your field? Are these reasons true? Can you show that they're wrong?

MONDAY HAPPINESS

What belief do you hold based on someone else's opinion? What did they say to you/about you?

If you could give up all the negative thoughts and beliefs you hold about yourself, what would be left? What would you be doing?

What do you think other people are going to think about you if you go out and do what you've been dreaming of doing? What will they say behind your back? How will they judge you? Why does it matter?

MONDAY HAPPINESS

What is something you want to achieve in your career, but it feels like something is holding you back?

What IS REALLY stopping you?

Why is this a problem for you? Why is this a problem for you not having that?

MONDAY HAPPINESS

Why is that a problem?

Why?

Why?

MONDAY HAPPINESS

What must you believe that makes this problem exist?
What must you believe about yourself that makes it a problem for you?
What must you believe about the world that makes this a problem?

When did you decide that this was a problem?
At what time in your life did you really buy into this problem?

What decision did you make that gave this problem life?

MONDAY HAPPINESS

What does this problem really mean to you and your life?

If this problem where to go away right now, what would it mean to you and your life
And also to the people you love and care about?

MONDAY HAPPINESS

CONSIDER A LIMITING BELIEF YOU DISCOVERED.
NOW WRITE DOWN EVIDENCE THAT SUPPORT THAT THIS BELIEVE IS TRUE.

- IS THIS BELIEVE TRUE 100% ALL TIMES IN YOUR LIFE?
- DOES THAT LIMITING BELIEF TAKE INTO ACCOUNT BOTH POSITIVE AND NEGATIVE ASPECTS HAPPENING IN YOUR LIFE?
- DOES THIS BELIEF WORK FOR YOU OR AGAINST YOU? (IS THIS HELPFUL OR STOPPING YOU FROM LANDING YOUR DREAM JOB?)
- DID YOU CHOOSE THIS BELIEVE? OR WAS IT INFLUENCE BY SOMEONE ELSE?

MONDAY HAPPINESS

Up until this point right now you felt [insert limiting belief]?

How would it feel that from this moment unwards you will feel [Insert opposite]?

How many days in a row of feeling [Insert opposite] would it take that you are [Insert opposite]?

MONDAY HAPPINESS

Now go forward that number of days: how do you feel now?

Looking back at this previous version of you, what is your feeling?

Coming back to the now knowing you are [insert opposite], how does your future look like now?

MONDAY HAPPINESS

WEEK 4 — WHO ARE YOU AND WHAT ACTUALLY FITS?

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

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MONDAY HAPPINESS

Most of us were never really given the space to dream about our careers. We were given options, expectations, practical advice, but not space.

Think about children between two and five years old. They spend most of their time in their imagination — anything is possible, nothing is off limits. Then they grow up and somewhere along the way, "be realistic" replaces "dream big."

WHAT WOULD YOU ASK FOR IF YOU KNEW THE ANSWER WAS ALREADY YES?

Asking this helps you set goals that you actually want and helps you to dream bigger. Make sure it's a career goal that excites you, not something others think you should pursue. Don't set goals based on what you've achieved before or what you think is realistic. There's no unrealistic career goal, just unrealistic timeframes.

It's crazy how people wait for permission to have their dream job because, in reality, no one is giving you that. You can start believing that you are worthy of your dream job and give yourself the permission to pursue it.

To achieve, you first have to believe it's possible for someone to do it. Then, you start to believe it's possible for you.

Believing is a choice. You can decide that from this day forward, you are going to believe that you are capable of stepping into a successful, fulfilling career.

Make the decision to believe NOW.

MONDAY HAPPINESS

JOURNALING FOR MORE CAREER CLARITY

- OF ALL THINGS YOU CAN DO, WHICH ONES ARE YOUR FAVORITES?
- WHAT WOULD YOU PURUSUE IF YOU KNEW YOU COULDN'T FAIL?
- WHAT WOULD YOU ASK FOR IF YOU KNEW THE ANSWER WOULD BE YES?
- IF YOU COULD HAVE ANYTHING YOU WANT, WHAT WOULD IT BE? IF YOU COULD DO ANYTHING YOU WANT, WHAT WOULD IT BE?
- IF YOU WON THE LOTTO AND WOULD NOT HAVE TO WORRY ABOUT MONEY, WHAT WOULD YOU DO?
- ASK YOURSELF, WHAT ARE THINGS YOU WANTED, DESIRED OR DREAMED ABOUT THAT AT SOME POINT YOU DECIDED YOU COULD NOT HAVE AND SO STOPPED WANTING THEM?
- FOR EACH ONE, ASK YOURSELF IF THIS IS SOMETHING THAT YOU STILL WANT. IF NOT, CROSS IT OUT AND LET IT GO.
- WHEN YOU GET OLD, AND YOU LOOK BACK ON YOUR LIFE, WHAT WILL YOU BE HAPPY THAT YOU WENT AFTER?
- WHAT IS THE VISION YOU HAVE FOR YOUR CAREER?
- WHO DO YOU WANT TO BE IN THE FUTURE? WHO COULD YOU BECOME IN THE FUTURE?
- VISUALIZE GOING TO YOUR NEW WORK ON A MONDAY MORNING. WHAT IMAGES COME TO MIND OF THE WORK YOU DO OR THE TASKS YOU PERFORM? WHERE DO YOU DO THIS WORK? WHAT IS THE ENVIRONMENT LIKE? WHAT TYPE OF ORGANIZATION IS IT? WHO DO YOU WORK WITH? WHO DO YOU SERVE THROUGH YOUR WORK? WHAT TYPES OF PEOPLE DO YOU WORK WITH OR HELP? WHAT ARE SOME OF THEIR CHARACTER TRAITS?
- HOW WILL YOU KNOW WHEN YOU LANDED YOUR DREAM JOB?
- HOW WILL YOU KNOW WHEN YOU'VE GOT WHAT YOU WANT? WHAT WILL YOU SEE, HEAR AND FEEL?

MONDAY HAPPINESS

MONDAY HAPPINESS

YOUR CAREER IDENTITY

Who is that version of you who easily lands her dream job?

Can you be that version now?

MONDAY HAPPINESS

Who am I?

I am ....(not)

What am I?

I'm a ...

Are you living up to this identity?

I choose to live with ...

MONDAY HAPPINESS

Which roles do you play? Where did you learn to play the role, or, who told you (or modeled) how to play the role?

Who would be affected by you letting go of (or change) the roles that don't serve you?

What benefit do you get from maintaining these roles the way they are?
What benefits would you get from removing or changing them?

MONDAY HAPPINESS

Who would you be without those roles? How can you live in Integrity? What would you need to be doing in your life to really feel in alignment with your true self?

What aspects of your life are you passionately committed to?
What aspects of your life do you feel obligated to be committed to but you do NOT feel passionately and authentically committed to?

What changes would you need to make to be living in integrity?

MONDAY HAPPINESS

DO YOU ALLOW YOURSELF TO PURSUE YOUR IMPULSES AND INTERESTS, OR DO YOU BRUSH THEM OFF AS UNIMPORTANT? GIVE EXAMPLES.

MONDAY HAPPINESS

THE WALT DISNEY METHOD

As we all know, Walt Disney was a creative genius, and whenever he wanted to start a new project, he supposedly used a specific approach.

He actually had three chairs in his office—one for the Visionary, one for the Realist, and one for the Critic. He would sit in each chair, focusing only on that perspective for his idea.
First, he would sit in the Visionary chair, where he allowed himself to dream big and think about the idea without any limitations. Then, he would sit in the Critic's chair to identify any potential obstacles or challenges. Finally, he would move to the Realist chair, where he looked at the idea practically and figured out how to make it happen.
Today, we're going to follow in Walt Disney's footsteps.

MONDAY HAPPINESS

THE WALT DISNEY METHOD

THE VISIONARY:

- WHAT EXACTLY DO YOU WANT TO DO?
- WHERE DO YOU WANT YOUR CAREER PATH TO LEAD YOU?
- WHAT ARE THE BENEFITS?
- WHY ARE YOU STRIVING FOR THIS?
- WHEN COULD THE GOAL BE ACHIEVED?
- WHY DO YOU WANT TO START NOW?

MONDAY HAPPINESS

THE CRITIC:

- WHO IS LIKELY TO OPPOSE THE IDEA?
- WHY WILL HE/SHE BE AGAINST IT?
- WHERE OR WHEN MIGHT THE IDEA NOT SUCCEED?
- WHAT WILL YOU HAVE TO GIVE UP?
- WHAT ARE THE ADVANTAGES OF THE IDEA AND THE APPROACH?
- WHAT IMPACT WILL THE IDEA HAVE ON EVERYONE INVOLVED?

MONDAY HAPPINESS

THE REALIST:

- HOW EXACTLY SHOULD THE IDEA BE IMPLEMENTED?
- WHAT ARE THE TIMEFRAMES FOR IT?
- WHERE WILL IT BE CARRIED OUT?
- WHO WILL CARRY IT OUT?
- WHY IS EACH STEP NECESSARY?
- HOW WILL YOU KNOW THAT EACH STEP IS COMPLETED?
- HOW WILL YOU KNOW THAT THE GOAL IS ACHIEVED?

MONDAY HAPPINESS

YOUR PURPOSE

Research shows that having a purpose is important for long-term fulfillment and happiness in your work life. For millennials, meaning at work is the new currency.

If you often feel pulled in many different directions because you have lots of ideas, it might be because you don't have a clear understanding of who you are, your special talents, and your "why" or purpose. Many people who have multiple passions feel that their ideas are scattered and messy. The key is to see these different interests as different ways of expressing your main purpose or "why."

A purpose is not the same as a goal. A goal is a specific target you want to reach by a certain time. A purpose isn't about achieving something specific; there's no end point. It's about using your natural talents, being, or contributing in a certain way. Your purpose is your "why," and your goals are your "what." When your goals align with your "why," it becomes easier to achieve them.

MONDAY HAPPINESS

YOUR PURPOSE

In what way could you actively make a difference in relation to your values, skills and passions?

In what way can you BE the change you want to see in the world?

What does it seem you were born to do?

MONDAY HAPPINESS

What turning points have you experienced in your life that seem to have clearly pushed you toward a life of purpose and meaning? Also take a look at your Career Timeline.

What problem do you want to solve?

Who do you want to contribute to?

MONDAY HAPPINESS

Consider your career goals. For what purpose do you want to achieve them?

What are the 3-5 MAIN points that stand out and summarize your main mission in life?

When you put the puzzle together, in one sentence, what does your purpose look like?

MONDAY HAPPINESS

CREATE YOUR PURPOSE STATEMENT

CLIENT'S EXAMPLE

I'm here on this planet to market and elevate brands to allow everyone to feel seen, heard, and valued in their professional life.

I HELP _____ CREATE _____ SO THAT _____.
MY MISSION IS TO _____ BECAUSE _____. I AM HERE ON THIS PLANET TO _____ IN MY PROFESSIONAL LIFE. IN MY PERSONAL LIFE I AM HERE TO _____. MEANINGFUL WORK MEANS _____. A CAREER I LOVE ALLOWS ME TO _____ .

MONDAY HAPPINESS

WEEK 5 — FIGURE OUT WHAT YOU ACTUALLY WANT

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

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MONDAY HAPPINESS

PERFECT DAY EXERCISE

When you find yourself in a calm and relaxed state, I want you to imagine yourself 1 year into the future, waking up on your perfect day.
Have fun with this—remember, this is your perfect workday, so get creative.

When do you wake up? What is your ideal morning ritual? What do you do first? Where and how do you have breakfast? Where do you work? Do you work from home, or do you go to an office? How do you get to work, and how long does it take?

As you arrive at work, how do you feel? Are you excited? What is the location like—the building, the furniture? Who is with you at work? Do you have a cup of coffee,talk to others, and plan your day? Do you travel for work? How is your team? What are your tasks? How long do you work? Do you work with many people, or do you work alone?

Next, imagine heading to lunch with someone you appreciate. Where do you eat? What do you eat? How long is your lunchtime? How do you spend your afternoon? What do you do after work? What about your evening and nighttime routines?

Once you've outlined your perfect day, let's take a look at your ideal week. Turn to page 112 and think about how your ideal week would look and write down the things you've always wanted to do, like going to Pilates on Wednesday at 10 AM.
Also, consider your life circumstances. For example, I have a child, so my mornings look different now.

Often, we hold ourselves back, thinking, "When I have my dream job, then I'll play tennis or go for massages." But you can start incorporating these activities into your life today. You can live more of your ideal week right now. So how could you start living your ideal week now?

MONDAY HAPPINESS

PERFECT DAY EXERCISE

INSIGHTS FROM THE PERFECT DAY EXERCISE:

MONDAY HAPPINESS

YOUR IDEAL WEEK

Mon	Tue	Wed	Thu	Fri	Sat	Sun

MONDAY HAPPINESS

WRITE DOWN THE TOP 10 TAKS YOU ARE DOING IN YOUR CURRENT JOB OR PAST JOBS.
HOW MUCH TIME DO YOU SPEND PERFORMING THOSE IN % (ADDING TO 100%)?
WHICH SKILLS, TALENTS AND CORE VALUES DO YOU USE TO PERFORM THOSE TASKS?
CROSS ALL TASKS OUT THAT DON'T USE YOUR STRENGTHS AND TALENTS.
WHICH OF THESE REMAINING TASK DO YOU ENJOY DOING AND ARE GOOD AT?

MONDAY HAPPINESS

WHICH TASKS DO YOU WANT TO PERFORM IN YOUR NEXT JOB?

WRITE DOWN 5 TASKS THAT ENERGIZE YOU:

WRITE DOWN 5 TASKS THAT DRAIN YOU:

INCLUDE YOUR LIST IN YOUR CAREER ROADMAP.

MONDAY HAPPINESS

These questions will help you understand what you actually want in your career, making it easier to write down your personal job criteria later on.

HOW DOES YOUR CAREER FIT INTO YOUR LIFE?
For example, there was a time when I wanted a job that involved a lot of travel, but now as a mom, I prefer using Zoom for meetings. You might not want to work weekends, so if you're considering becoming a wedding photographer, that might not be a good fit!

HOW DO YOU WANT TO SPEND YOUR WEEKS, MONTHS, YEARS? WHAT REALLY MATTERS TO YOU AT THE END OF THE DAY?	
WHAT ARE TOPICS RELATED TO YOUR CAREER (OR FUTURE CAREER) YOU FIND YOURSELF TALKING ABOUT BECAUSE YOU FIND IT INTERESTING?	
WHAT KIND OF REWARD DO YOU VALUE MOST AT WORK? (EXAMPLES: PRAISE, RECOGNITION, STATUS, FUN/SOCIAL CELEBRATIONS, FINANCIAL, ETC.)	
WHAT POSITIVE THINGS DO OTHERS SAY ABOUT YOU (WORK OR NON-WORK RELATED)?	
WHAT NEGATIVE THINGS DO OTHERS SAY ABOUT YOU (WORK OR NON-WORK RELATED)?	
WHAT ARE YOUR TOP 5 VALUES AT WORK? (SEE MODULE 2)	
WHAT QUALITIES MAKE A GOOD WORK ENVIRONMENT FOR YOU?	
WHAT QUALITIES MAKE A BAD WORK ENVIRONMENT FOR YOU?	

MONDAY HAPPINESS

DO YOU PREFER LOW OR HIGH RISK?	
DO YOU PREFER FOLLOWING PROCEDURE OR TRYING DIFFERENT STRATEGIES?	
DO YOU PREFER BEING TOLD WHAT TO DO AND WHEN OR FOLLOWING YOUR OWN IMPULSE?	
DO YOU PREFER FAST OR SLOW PACE?	
DO YOU THRIVE UNDER HIGH OR LOW PRESSURE?	
DO YOU PREFER HAVING HIGH OR LOW LEVELS OF RESPONSIBILITY?	
DO YOU PREFER LEARNING NEW THINGS OR DOING WHAT YOU KNOW?	
DO YOU PREFER USING YOUR HANDS OR YOUR MIND?	

MONDAY HAPPINESS

DO YOU PREFER SOLVING PROBLEMS OR BEING GIVEN THE ANSWER?	
DO YOU PREFER FOLLOWING A LEADER OR BEING THE LEADER?	
DO YOU PREFER FOCUSING ON THE DETAIL OR THE BIG PICTURE?	
DO YOU VALUE CREATIVITY?	
DO YOU ENJOY BEING STRATEGIC?	
DO YOU PREFER COLLABORATION OR INDEPENDENT WORK?	
DO YOU PREFER WORKING IN AN OFFICE OR SOME OTHER ENVIRONMENT?	
DO YOU PREFER WORKING A TRADITIONAL 9 TO 5 FULL TIME POSITION OR ANOTHER SCHEDULE?	

MONDAY HAPPINESS

YOUR JOB CRITERIA LIST

Now, write down everything you want from a job and everything you won't tolerate in a job

You'll end up with a very long list of job criteria, and that's a good thing! However, not all your criteria will be met in one job, so in the end reduce your list to the 5 non-negotiables. When job searching, all your non-negotiable criteria should be met.

WRITE DOWN A LIST OF QUALITIES YOU WILL NOT TOLERATE IN YOUR JOB.
WRITE DOWN A LIST OF QUALITIES YOU'D BE LOOKING FOR IN A JOB.

MONDAY HAPPINESS

YOUR JOB CRITERIA LIST

WRITE DOWN A LIST OF QUALITIES YOU WILL NOT TOLERATE IN YOUR JOB.
WRITE DOWN A LIST OF QUALITIES YOU'D BE LOOKING FOR IN A JOB.

YOUR 5 NON-NEGOTIABLES:

MONDAY HAPPINESS

What careers do you come up with when you look at your personality, interests and skills?

What kind of jobs/careers would allow you to do more activities you do enjoy?

MONDAY HAPPINESS

WHAT CAREERS/FIELDS ARE YOU THINKING OF ENTERING:

MONDAY HAPPINESS

CHECK YOUR CAREERS/FIELDS LIST. ARE YOU 5 NON-NEGOTIABLES FULFILLED?

	Criteria 1	Criteria 2	Criteria 3	Criteria 4	Cirteria 5

MONDAY HAPPINESS

	Criteria 1	Criteria 2	Criteria 3	Criteria 4	Cirteria 5

MONDAY HAPPINESS

WHICH JOBS OR CAREER FIELDS REMAIN?

MONDAY HAPPINESS

WEEK 6 — MAKE THE DAMN DECISION

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

JOURNALING TO GET CLEAR ON YOUR CAREER GOALS 126

THE RIGHT WAY TO DEFINE YOUR CAREER GOAL 130

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR CAREER GOALS

- THINK ABOUT WHERE YOU ARE NOW IN RELATION TO YOUR DREAM CAREER?
- HOW WILL YOU KNOW WHEN YOU HAVE IT?
- WHAT IS THE OUTCOME YOU BELIEVE YOU WILL ACHIEVE WHEN YOU REACH THIS GOAL?
- WHAT WILL THIS OUTCOME GET FOR YOU OR ALLOW YOU TO DO?
- IS IT FOR YOU ONLY? ARE YOU THE ONLY PERSON IN CHARGE OF YOUR RESULTS?
- THINK ABOUT ALL THE CONTEXTS OF HAVING THIS GOAL: WHERE WILL YOU BE? WHEN IS IT? HOW IS IT? WHO ARE YOU WITH?
- HOW WILL IT FEEL?
- HOW HAVE YOU CHANGED?
- HOW DO OTHERS SEE YOU?
- HOW WILL YOUR NEW JOB/CAREER IMPACT YOUR LIFE?
- WHAT WILL YOU LOSE OR GAIN IF YOU GET IT?
- WHAT WILL HAPPEN IF YOU DON'T ACHIEVE THIS GOAL?
- WHY DO YOU WANT TO ACHIEVE THIS GOAL?
- WHAT DOES IT MEAN TO YOU?
- WHY IS IT SO IMPORTANT?
- WHY? KEEP ASKING "WHY?" UNTIL YOU UNCOVER THE CORE OF YOUR DESIRE.
- FOR WHAT PURPOSE DO YOU WANT IT? HOW IS IT FOR YOUR OWN GOOD? HOW IS IT FOR THE HIGHER GOOD?
- ARE THERE ANY DRAWBACKS?
- WHAT PERSONAL RESOURCES DO YOU HAVE THAT WILL ALLOW YOU TO ACHIEVE THIS?
- DO YOU KNOW ANYONE ELSE WHO HAS ACHIEVED IT? WHAT RESOURCES DID THEY HAVE?
- IMAGINE YOU HAVE IT NOW. OTHER THAN THOSE MENTIONED, WHAT RESOURCES DID YOU USE TO GET IT?

MONDAY HAPPINESS

MONDAY HAPPINESS

When was the last time you set a goal and achieved it? What was the goal? Why did you stick to it until it was accomplished?

What's your number one priority in life right now? What's the biggest, most important goal you're working towards (life and career)? What do you need to think and feel and do to get it done?

What's a goal that you keep blowing off? What is it? How long have you been putting it off? Why?
Common Reasons: "Today isn't the day to start. I need to be more prepared or have more time or be more committed than I am today."

MONDAY HAPPINESS

Think about a personal goal you have that you don't share with anyone. What is it? What will it mean for you to get it, to get there, to have it?

What do you think about setting goals? How do they make you feel? Do they excite you or terrify you? Do you set them or avoid them? What is your personal experience with goal setting?

MONDAY HAPPINESS

S

SPECIFIC. BE AS SPECIFIC AS POSSIBLE AND DESCRIBE IN DETAIL. “I WANT A JOB IN COSTUMER SUCCESS.” WHAT DOES IT REALLY LOOK LIKE? “I WANT TO EARN A LOT OF MONEY” HOW MUCH EXACTYLY?

M

MEASURABLE. YOU NEED TO BE ABLE TO TRACK YOUR PROGRESS AND KNOW WHEN YOU'VE ACHIEVED YOUR GOAL.

A

ACHIEVABLE. IT ASKS, "CAN I DO THIS?" THERE IS NO POINT IN SAYING YOU WANT TO RUN A MARATHON BUT YOU ARE OUT OF BREATH AFTER A FEW HUNDRED METERS AND YOU WANT TO ACHIEVE THAT GOAL NEXT WEEK.

R

REALISTIC. A GOAL MUST BE ACHIEVABLE WITHIN YOUR CURRENT REALITY, CONSIDERING YOUR RESOURCES, TIME, AND POTENTIAL OBSTACLES.

T

TIMEBOUND. WITHOUT A TIME LIMIT A GOAL IS NOTHING BUT A DREAM. A GOAL NEEDS TO BE REALISTICALLY TIMEBOUND.

E

ECOLOGICAL. IT NEEDS TO BE ACCEPTABLE FOR EVERY SINGLE PART OF YOU. IT HAS TO FIT YOUR VALUES.

R

RESOURCE-CREATING. YOUR GOAL SHOULD INVOLVE IDENTIFYING AND PLANNING HOW TO GET THE ESSENTIAL SKILLS, SUPPORT, OR TOOLS NEEDED TO REACH IT.

MONDAY HAPPINESS

NOW STATE EXACTLY WHAT YOU WANT, CONSIDERING THE SMART GUIDELINES , WITH THE DATE YOU HAVE RECEIVED IT BY AND WRITE IT OUT AS A STATEMENT.

IT IS NOW _____ AND I AM SO HAPPY AND GRATEFUL THAT I NOW HAVE _____, I AM _____, AND I _____. I ACHIEVE THIS AND HAVE THIS BECAUSE _____ .

MONDAY HAPPINESS

HOW COMMITTED ARE YOU TO ACHIEVING YOUR CAREER GOAL? HOW CAN YOU BE EVEN MORE COMMITTED?

„ALL YOUR DREAMS CAN COME TRUE IF WE HAVE THE COURAGE TO PURSUE THEM.“

- WALT DISNEY

MONDAY HAPPINESS

WEEK 7 — BECOME THE PERSON WHO GETS THAT JOB

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

HOW TO EFT TAPPING 138

MODELLING SUCCESS 142

MIRACLE QUESTION 143

MONDAY HAPPINESS

By now, you should have a clearer vision of the career you want to create. You've set your goal,s visualized your future, and maybe even released some of the things that were holding you back from feeling fucking successful. However, as you continue with the workbook, you might still find new limiting beliefs. And this is totally normal.

Most of our daily actions are patterns that we repeat without thinking. When we become aware of these patterns, we can decide whether they're helping us get the life we want or not. Think of it like a computer: every time you open an app, the same steps happen in the same order. The same goes for your life. When you understand your mental strategies, you can figure out why you do what you do and how to make better choices.
For example, let's say you find yourself scrolling through your phone instead of sending out those important mails. Ask yourself, what's the first thing that happens when you decide to start scrolling? Is it something you hear, feel, or see? Once you identify that, you can understand why you reach for your phone. Next, think about the reward you get from scrolling. What is it that you're actually looking for?
You can start changing these patterns by addressing the emotion that triggers the behavior to release it.

When I was stuck in a job that wasn't fulfilling, I asked myself, "Who do I need to become to land the job I really want?" Without even realizing it, I was reprogramming my mind. I started thinking about the habits I would have, how I would dress, how I would speak and behave as if I already had that dream job. This shift in mindset got me invited for an interview at my dream company, and I ended up getting the job because I became the person they were looking to hire.

To achieve your goal, consider the version of yourself who effortlessly attracts and achieves it. Imagine the traits, habits, and mindset of this ideal version of you. Reflect on the positive changes you need to make to your self-image to embody this person. What new behaviors, attitudes, or beliefs would align with this successful version of yourself?

In this week, choose the identity you want to program into your life. Release the boxes that others have put you in because you get to choose who you are. Give yourself permission to be that person today. Speak, behave, and dress as if you already are that person. Go through your day acting as if you've already got your dream job.
Chances are, you've already felt this way at some point in your life. In this week, I want to help you reconnect with that feeling.

MONDAY HAPPINESS

I am clear about what I want in my career.
My mind is open to opportunities that actually fit me.
I know what fulfills me and I go after it.
Every day I get clearer on the direction I'm taking.
I trust my gut when it comes to my career.
I am confident in my ability to choose what's right for me.
I am aligned with what I actually want not what I'm supposed to want.
My career is falling into place.
I make decisions with clarity and confidence.
I know my strengths and I use them.
My career reflects who I actually am.
I stay focused on what I want and I make it happen.
I attract opportunities that are right for me.
I know where I'm going.
I trust the process even when it's messy.
I am motivated to go after what I want.
I deserve a career that actually fulfills me.
I have what it takes to succeed.
I move forward even when I don't have all the answers.
My choices lead me toward a career and life I actually want.
I am open to new directions and perspectives.
My career has purpose and direction.
I make decisions without overthinking them.
I am grateful for how far I've already come.
Every step I take moves me closer to where I want to be.
I keep growing in my career and as a person.
I let go of doubt and fear about my path.
I trust myself.
What I want is within reach and I am ready.
I am worthy of my dream career.
Everything I want is available to me.
I am capable of getting the job I actually want.
I am excited to see what I become.

MONDAY HAPPINESS

It is safe for me to want what I want.
There are opportunities out there for me.
I am capable of success.
What used to feel impossible is becoming my reality.
I am confident and deserving of what I'm going after.
I keep growing.
I am good enough.
I know my worth.
I can have it all and I allow myself to believe that.
I see myself as successful and capable.
It is safe for me to be exactly who I am.
I am grateful for my career and everything that's coming.
I am capable of creating clarity in my career and life.
Every step brings me closer to where I want to be.
It's okay not to have all the answers right now.
I have valuable skills and talents that the right job will recognize.
Overwhelm is temporary I can handle this.
Every day I learn more about what I truly want.
I trust myself to make the right decisions.
My confidence grows every time I take a step forward.
I deserve a career that excites me.
New opportunities keep coming my way.
I focus on solutions, not problems.
I am worthy of a career that reflects who I really am.
I am not defined by my current job.
I can handle whatever comes my way.
I am building something that actually matters to me.

MONDAY HAPPINESS

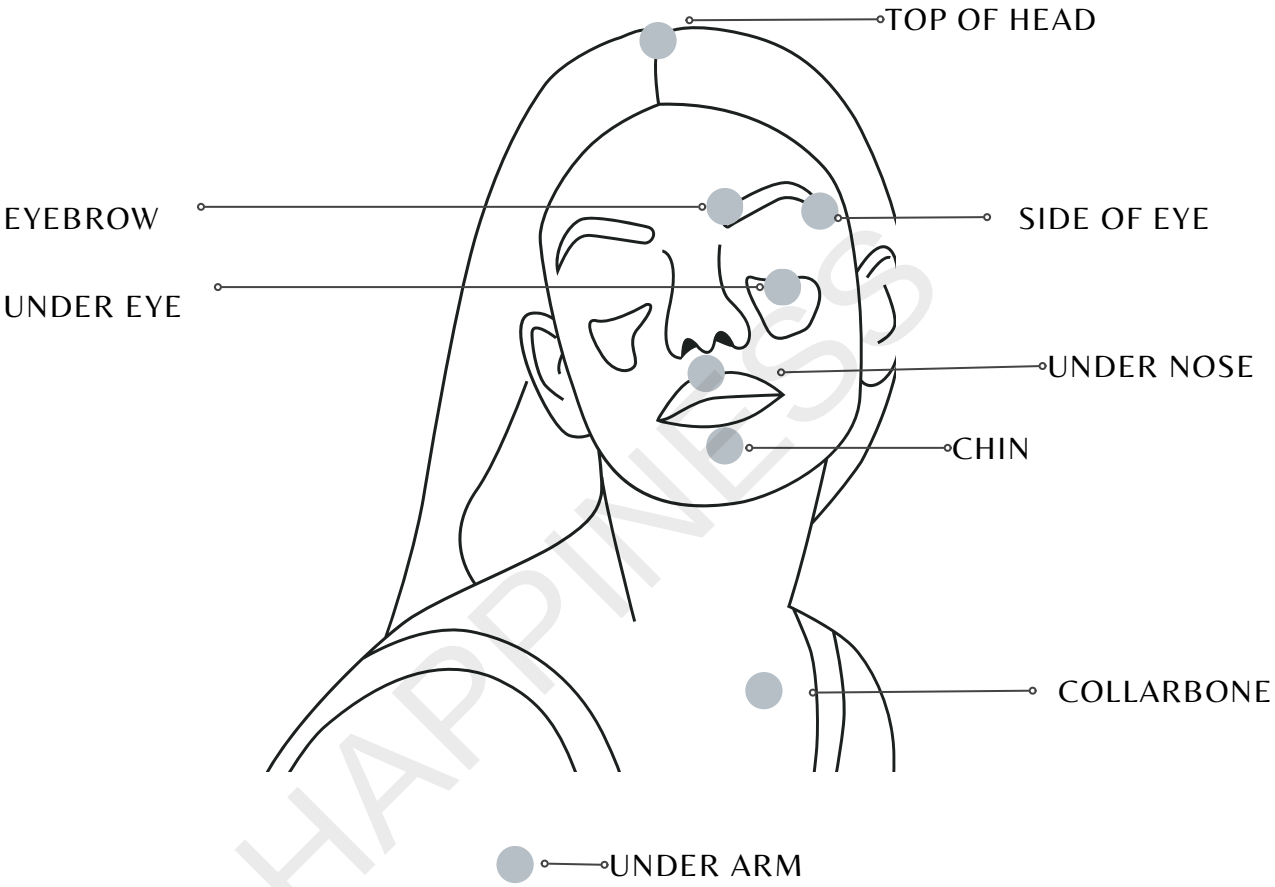
Who would you need to become in order to achieve your career goals?

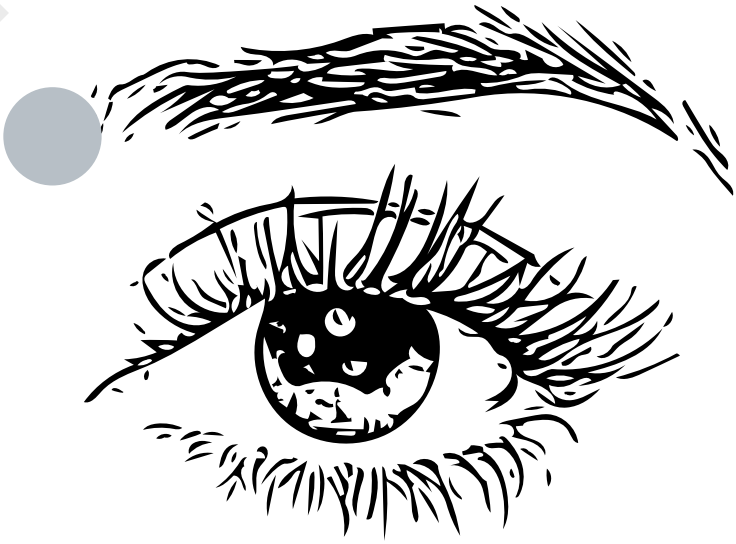
Who is the version of you who easily and effortlessly attracts and achieves these goals?

What positive changes should you make to your self-image if you pursue these goals?

MONDAY HAPPINESS

HOW TO EFT TAPPING





MONDAY HAPPINESS

EFT TAPPING — BUILDING BELIEF IN THE CAREER YOU WANT

When you're stressed or anxious, your brain struggles to think creatively or find solutions. That's why great ideas often come in the shower — when you're relaxed and not forcing anything. EFT helps you get into that state on purpose.

WHAT IS EFT?
EFT — Emotional Freedom Techniques — is a therapy technique loosely based on acupuncture and acupressure. It uses the same energy meridians in the body to release physical, emotional, and mental blocks. You tap on specific points on your body while speaking certain phrases out loud. It sounds strange but it works anyway.

BEFORE YOU START
Feel into your body. How real does your dream career feel right now — on a scale from 0 to 10? 0 = completely real. 10 = not real at all.

ROUND 1 — RELEASE WHAT'S IN THE WAY
Work through each tapping point below. Read the phrase out loud while tapping continuously on that point.
SIDE OF HAND:
Even though I'm stuck in a job I hate and my dream career still feels out of reach — I deeply and completely love and accept myself. I'm exhausted. I'm frustrated. I'm showing up every day to something that doesn't feel right. And even though I feel all of this — I deeply and completely love and accept myself.
TOP OF HEAD:
I don't know if I'll ever get out of this. I don't know if anyone will support me. I don't know if I'm even capable of something better. Will it ever actually happen for me? Or am I just going to stay stuck here forever? Even though I have all these doubts — I deeply and completely love and accept myself.
EYEBROW:
I want to get out of this job so badly. But I don't know how. I can't see the path yet. Every time I think about making a move, something pulls me back. There is fear. There is doubt. A voice that says I'm not ready. Even though I feel this way — I deeply and completely love and accept myself.
SIDE OF EYES:
I'm so frustrated. I've been thinking about this for so long and nothing has changed. I'm scared I'll try and fail. I'm scared people will judge me. I'm scared I'll leave and end up somewhere even worse. What if I make the wrong choice? What if I can't handle it? Even though I have all these fears — I deeply and completely love and accept myself.
UNDER EYES:
What if I stay in this job for another year? Another five years? What if I never figure this out? What if I try and get rejected? What if people see me fail and think I was stupid for even trying? That would be so embarrassing. Even though I'm feeling all of this — I love and accept myself anyway.

MONDAY HAPPINESS

EFT TAPPING — BUILDING BELIEF IN THE CAREER YOU WANT

UNDER NOSE:
What if I can't stay consistent? What if I take a few steps forward and then fall right back? Maybe I don't have enough experience. Maybe I'm not qualified enough. Maybe it's just too late for me. Even though I feel this way — I deeply and completely love and accept myself.
CHIN:
I feel so trapped. I don't know which direction to take. Some days I don't even believe I'm good enough for what I actually want. My fear of making the wrong decision keeps me paralyzed. And I'm so tired of feeling this way. Even though I feel this way — I deeply and completely love and accept myself.
COLLARBONE:
This job is draining the life out of me. And yet I'm still here. Because change feels overwhelming. Because what if it doesn't work out? Because people like me don't just get to walk into their dream career. Even though I feel this way — I deeply and completely love and accept myself.
UNDER ARM:
What if I never figure out what I truly want? What if I try to follow my dreams and people laugh at me? What if I don't have what it takes? It feels safer to stay where I am — even though staying is slowly destroying me. Even though I feel this way — I deeply and completely love and accept myself.
SIDE OF HAND:
I'm overwhelmed. I feel behind. I'm exhausted just thinking about starting over. And some days I genuinely wonder if it's just too late. Even though I feel this way — I deeply and completely love and accept myself.

Take a deep breath in — and out.
Check in with yourself. Do you feel better? If you still feel resistance: do another round.
If you feel lighter: move on to Round 2.

ROUND 2 — TAP IN THE POSITIVE
SIDE OF HAND:
I am worthy of a career that doesn't make me hate Monday morning. Everything I want is available to me. I am capable of getting out of this job and into something that actually fits. It is safe for me to want more. There are opportunities out there for me even if I can't see them yet.
TOP OF HEAD:
Of course I am capable of success. What used to feel impossible is starting to feel possible. I have survived this job this long, I can definitely survive making a change.
EYEBROW:
I am confident and deserving of what I'm going after. Support is coming. Opportunities are coming. I am meant for more than this toxic workplace.
SIDE OF EYES:
Good things happen to me. I am worthy of the career I want. I am good enough, right now, exactly as I am. I have more to offer than this job has ever let me show.

MONDAY HAPPINESS

EFT TAPPING — BUILDING BELIEF IN THE CAREER YOU WANT

UNDER EYES:
I know my worth. I allow myself to want more. I normalize having a career that actually fulfills me. I can have it all — and I'm done apologizing for wanting it.
UNDER NOSE:
It is safe for me to leave. It is safe for me to try. It is safe for me to be exactly who I am in my next job. I am grateful for every step that's brought me here and I'm ready for what comes next.
CHIN:
I am capable of creating clarity. Every step I take moves me closer. I don't need all the answers right now. I just need to keep going.
COLLARBONE:
I have skills and talents the right job will recognize. Overwhelm is temporary. I am learning more about what I want every single day. I trust myself even when I'm scared.
UNDER ARM:
My confidence grows every time I take a step forward. I deserve a career that excites me. I know I have so much potential. I'm great at any job. I feel so fucking successful.
SIDE OF HAND:
I am not defined by this job. I am not defined by how long I've stayed. I am not defined by my past. I am building something that actually matters to me. And I am ready.Yes, I'm ready for my new career.

Take a final deep breath in and out.
Check in one more time. How do you feel now?

MONDAY HAPPINESS

MODELLING SUCCESS

- WHAT CAREER PATHS HAVE OTHER PEOPLE TAKEN TO GET WHERE YOU WANT TO BE?
- IS THERE SOMEONE WHO HAS YOUR DREAM JOB? IS THERE SOMEONE WHO IS SUCCESSFUL BASED ON YOUR DEFINITION OF SUCCESS?
- WHAT DO YOU THINK IS IMPORTANT TO THEM ABOUT WHAT THEY DO? WHAT ARE THEIR BELIEFS? ABOUT THEMSELVES? ABOUT THE WORLD?
- HOW DO THEY DRESS? HOW DO THEY COMMUNICATE? WHAT IS THEIR BODY LANGUAGE LIKE?
- WHAT ARE THEIR ROUTINES? WHAT DO THEY LOVE TO DO IN THEIR FREE TIME?
- WHAT SKILLS DO THEY HAVE? WHAT ELSE IS ON THEIR RESUME? WHICH SCHOOLS? WHICH PAST JOBS?

MONDAY HAPPINESS

THE MIRACLE QUESTION

ASSUME THAT A MIRACLE HAPPENS TONIGHT, AND WHEN YOU WAKE UP TOMORROW, YOU HAVE LANDED YOUR DREAM JOB WITH COMPLETE CLARITY.

- HOW WOULD YOU NOTICE THAT MIRACLE? WHAT WOULD BE DIFFERENT IN YOUR LIFE? WOULD OTHER PEOPLE NOTICE?
- WHAT WILL YOU DO OR STOP DOING NOW HAVING YOUR DREAM CAREER?
- HOW WILL THINGS BE DIFFERENT FOR YOU?
- WHAT IS THE FIRST SIGN THAT SOMETHING HAS CHANGED?
- HOW WILL YOU NOTICE THAT YOU HAVE CHANGED?
- WHAT WILL OTHERS DO OR NOT DO?
- WHAT WILL OTHERS NOTICE THAT YOU ARE DOING DIFFERENTLY?
- WHAT WILL YOU BE DOING INSTEAD?

MONDAY HAPPINESS

WEEK 8 — LAND YOUR DREAM JOB

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

JOURNALING TO GET CLEAR ON YOUR TRANISTION 146

YOUR (NOT)-TO-DO-LIST 148

YOUR ACTION PLAN 151

JOURNALING TO GET CLEAR ON YOUR TIME MANAGEMENT 159

MASTER YOUR JOB SEARCH 161

QUESTIONS TO ASK THE INTERVIEWER CHEAT SHEET 163

MONDAY HAPPINESS

WEEK 8: LAND YOUR DREAM JOB

GRAB A PEN AND FILL IN THE BLANKS WITH YOUR ANSWERS, KEEPING YOUR PEN MOVING UNTIL YOU'VE ANSWERED EACH QUESTION COMPLETELY. DON'T WORRY ABOUT JUDGMENT, RUN-ONS, GRAMMAR, OR TYPOS—THIS IS JUST FOR YOU. TRY TO BE SPECIFIC AS POSSIBLE.

DEALING WITH REJECTION 164

TEST YOUR CAREER 166

DECIDE WHAT'S THE RIGHT CAREER 173

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR TRANSITION

- WHAT SKILLS DO YOU ALREADY HAVE THAT MATCH THE REQUIREMENTS?
- WHAT SKILLS ARE REQUIRED TO ENTER THIS CAREER/FIELD?
- WHAT WOULD YOU LIKE TO BECOME AN EXPERT AT?
- WHERE CAN YOU LEARN NEW SKILLS OR IMPROVE YOUR CURRENT SKILL SET TO BE A BETTER CANDIDATE IN THE CHOSEN CAREER/FIELD?
- IS THERE SOMEONE ALREADY DOING IT THAT YOU CAN LEARN FROM IN COACHING, A BOOK, A PODCAST OR YOUTUBE CHANNEL ETC?
- HOW CAN YOUR SKILLS AND YOUR NETWORKS SUPPORT YOUR TRANSITION?
- REFLECT ON CHALLENGES YOU'VE FACED IN THE PAST. HOW DID YOU ADDRESS THEM, AND WHAT SOLUTIONS WORKED? WHAT CAN YOU APPLY TO YOUR CURRENT CAREER CHANGE?
- WHAT ARE THINGS YOU ARE CURRENTLY DOING THAT YOU SHOULD NO LONGER BE DOING TO HELP YOU ACHIEVE THE SUCCESS OR OUTCOME YOU WANT? WHAT HABITS, BEHAVIORS, ACTIONS DO YOU KNOW YOU NEED TO LET GO OF?
- HOW IS YOUR FINANCIAL SITUATION? ARE YOU IN A POSITION IN WHICH YOU ARE ABLE TO QUIT?

MONDAY HAPPINESS

MONDAY HAPPINESS

YOUR TO DO & AND NOT TO DO LIST

STEP 1 — IMAGINE YOU FAILED
Think about the career you want. Your dream career. Now imagine you didn't get it. Not even that, you failed completely. It didn't work out. Really let yourself feel the emotions (even if it hurts for now, trust me this exercise works!).
Now answer yourself:
"I would have achieved my goal if only I'd..."
Write down everything you should have done, could have done, or would have done — but didn't on page 149.

STEP 2 — COME BACK TO THE PRESENT
Shake it off. Take a breath.

STEP 3 — IMAGINE YOU SUCCEEDED
Now look at your career goal again.
This time, omg you got it. You're standing in your dream career right now. See it through your own eyes. What do you hear? What do you feel? Let yourself actually experience it for a moment.
Now ask yourself:
"I achieved my goal because I..."
Write down everything that helped you get there on page 150.

WHAT YOU NOW HAVE
Two lists: One that shows you exactly what will keep you stuck if you let it and one that shows you exactly what you need to do to get where you want to go.

Et voila that second list is your action plan.

MONDAY HAPPINESS

YOUR NOT-TO-DO LIST

I would have achieved my goal (landed my dream job) if only I'd ...

MONDAY HAPPINESS

YOUR TO-DO LIST

I achieved my goal because I ...

MONDAY HAPPINESS

YOUR ACTION PLAN

Can you start working toward your career goal now? (What problems or obstacles need to be removed first?)

What needs to be done before you can start? What might prevent you from beginning right away?

What activities do you waste time and energy on?

MONDAY HAPPINESS

If you take action now, where could you be two years from now?

What would it mean to feel fear and take action anyway? Who would you become?

MONDAY HAPPINESS

MAKE A LIST OF EVERYTHING YOU THINK YOU NEED TO DO, BECOME, RESEARCH, OR COMPLETE BEFORE STARTING YOUR DREAM CAREER. THEN ASK YOURSELF: DO YOU REALLY NEED TO DO IT ALL? COULD YOU DELEGATE SOME TASKS? COULD YOU GET HELP FROM EXPERTS? COULD YOU LEARN AND GROW AS YOU GO, INSTEAD OF WAITING UNTIL ALL THE PREP WORK IS DONE?

MONDAY HAPPINESS

- WHAT WAS THE SITUATION OF THE JOB OR POSITION YOU WERE IN IMMEDIATELY BEFORE STARTING YOUR DREAM JOB? WHAT ACTIONS DID YOU TAKE RIGHT BEFORE STARTING YOUR DREAM CAREER?

- IMAGINE YOURSELF IN THAT 4-MONTHS-BEFORE-THE-DREAM-JOB SCENARIO. WHAT WERE YOU DOING OR CHANGING OR WORKING ON?

- IMAGINE YOURSELF LIVING IN THAT 2-MONTHS-BEFORE-THE-DREAM-JOB. WERE YOU WORKING ON ANYTHING NEW?

- STARTING LINE (WHERE YOU ARE NOW): WHAT IS THE SCENARIO YOU ARE CURRENTLY IN, INCLUDING YOUR CURRENT JOB, EMPLOYER, CAREER? WHEN YOU LOOK AT THE ACTION YOU TOOK TO LAND YOUR DREAM JOB, IS THERE ANYTHING MISSING?

- WHAT ARE 3 TO 5 SMALL ACTION ITEMS YOU CAN DO IN THE NEXT 1 TO 2 WEEKS TO GET ME MOVING TOWARD YOUR 2-MONTH GOAL?

MONDAY HAPPINESS

MONDAY HAPPINESS

NOW PUT YOUR TO DOS IN THE RIGHT ORDER.

TODAY

THIS WEEK

MONDAY HAPPINESS

ACTION PLAN

THIS MONTH

MONDAY HAPPINESS

ACTION PLAN

MONTH TO MONTH

DATE GOAL ACCOMPLISHED BY:

MONDAY HAPPINESS

JOURNALING TO GET CLEAR ON YOUR TIME MANAGEMENT

- LIST EVERYTHING YOU DO IN A DAY, WEEK, AND MONTH. DO YOU ENJOY THESE ACTIVITIES? ARE THERE ANY TASKS YOU COULD ELIMINATE AND STILL FEEL GOOD ABOUT?

- CONSIDER WHAT'S CURRENTLY WORKING WELL IN YOUR DAILY, WEEKLY, AND MONTHLY ROUTINES. WHAT ISN'T WORKING AND NEEDS TO BE CUT OUT?

- HOW DO YOU FEEL ABOUT YOUR ROUTINES? ARE YOU ABLE TO STICK TO THE ROUTINES THAT ARE IMPORTANT TO YOU?

- HOW OFTEN DO YOU FIND YOURSELF SAYING OR THINKING YOU'RE "TOO BUSY" OR "DON'T HAVE TIME" FOR SOMETHING? HOW DO THESE PHRASES AFFECT YOU? WHAT ALTERNATIVE COULD YOU USE INSTEAD OF "I'M TOO BUSY"?

- WHERE CAN YOU FREE UP 5 HOURS IN YOUR WEEK TO FOCUS ON YOUR DREAMS? HOW CAN YOU REALISTICALLY FIT THIS INTO YOUR SCHEDULE?

- WHAT TASKS HAVE YOU BEEN POSTPONING UNTIL YOU HAVE MORE TIME OR UNTIL THEY BECOME URGENT? MAKE A LIST. HOW MANY OF THESE TASKS WOULD POSITIVELY IMPACT YOUR LIFE IF COMPLETED THIS MONTH?

- HOW FREQUENTLY DO YOU AGREE TO DO THINGS THAT INTERFERE WITH YOUR GOALS OR SCHEDULE? WHY DO YOU FEEL THE NEED TO SAY YES? WHAT FEARS DO YOU HAVE ABOUT SAYING NO?

- WHEN WAS THE LAST TIME YOU DID SOMETHING JUST FOR YOURSELF? WHAT ITEMS ON YOUR TO-DO LIST ARE FOR YOUR OWN ENJOYMENT? WHAT WOULD MAKE YOU HAPPY?

- WHAT WOULD YOUR IDEAL DAILY, WEEKLY, AND MONTHLY SCHEDULE LOOK LIKE? WHAT RITUALS AND ROUTINES WOULD YOU INCLUDE?

MONDAY HAPPINESS

MONDAY HAPPINESS

MATER YOUR JOB SEARCH

On a scale of 1-10 what is your level of stress? 10 corresponds to burnt out. Zero means that you are not stressed at all.

What do you do to reduce stress?

How are you finding job opportunities?

MONDAY HAPPINESS

WRITE DOWN 3 ROLES THAT YOU WANT TO EXPLORE FURTHER

WRITE DOWN YOUR OWN IDEAL JOB DESCRIPTION.

MONDAY HAPPINESS

QUESTIONS TO ASK THE INTERVIEWER CHEAT SHEET

HERE ARE SOME QUESTIONS YOU MIGHT WANT TO ASK DURING YOUR INTERVIEW TO SEE IF THE COMPANY IS A GOOD FIT FOR YOU:

- WHAT ARE THE MAIN RESPONSIBILITIES OF THIS JOB?
- WHAT DOES A TYPICAL DAY LOOK LIKE IN THIS ROLE?
- HOW WOULD YOU DESCRIBE YOUR MANAGEMENT STYLE?
- HOW MANY PEOPLE ARE IN THIS OFFICE OR DEPARTMENT?
- WHAT ARE THE OPPORTUNITIES FOR GROWTH AND PROMOTION?
- CAN YOU PROVIDE EXAMPLES OF CAREER PATHS THAT STARTED WITH THIS POSITION?
- IS THERE ANYTHING YOU'D LIKE ME TO EXPLAIN ABOUT MY QUALIFICATIONS?
- WHEN WILL I HEAR BACK FROM YOU?
- WHAT ARE THE BIGGEST CHALLENGES OF THIS JOB?
- WHAT IS THE MOST IMPORTANT THING I SHOULD ACHIEVE IN THE FIRST THREE MONTHS?
- HOW WOULD YOU DESCRIBE THE COMPANY'S VALUES?
- HOW HAS THE COMPANY CHANGED IN RECENT YEARS?
- WHAT IS THE BEST PART OF WORKING HERE?
- WHAT IS THE LEAST FAVORITE PART OF YOUR JOB HERE?
- WHAT KIND OF BACKGROUND IS BEST FOR SUCCESS IN THIS ROLE?
- ARE THERE ANY OTHER QUESTIONS I CAN ANSWER FOR YOU?

MONDAY HAPPINESS

POST-INTERVIEW CHECKLIST

AFTER THE INTERVIEW, REVIEW THE FOLLOWING:

- WHAT WENT WELL? WHY?
- WHAT DIDN'T GO WELL? WHY?
- WHAT WOULD YOU CHANGE IF YOU WERE TO DO THE INTERVIEW AGAIN?
- WHAT DID YOU LEARN FROM THIS EXPERIENCE?
- WHAT INTERVIEW SKILLS DO YOU NEED TO IMPROVE?

MONDAY HAPPINESS

DEALING WITH REJECTION

„The last time I got rejected, I made that mean ...

I am not ... enough."

RATE THE FEELING OF „NOT BEING ENOUGH" ON A SCALE OF 1 TO 10, WHERE 1 IS VERY MILD AND 10 IS VERY STRONG. HOW STRONG IS THIS EMOTION OF „NOT BEING ENOUGH"? AND DO YOU TRULY BELIEVE IT'S TRUE?

HOW CAN FAILURE BE A GOOD THING IN YOUR LIFE? HOW CAN IT BE EXCITING? WOULD FAILING 10 TIMES BE WORTH IT IF YOU SUCCEEDED THE 11TH TIME?

MONDAY HAPPINESS

TEST YOUR CAREER

- WHAT SMALL TESTS CAN YOU TRY TO EXPLORE YOUR CAREER IDEAS?
- WHAT IS ONE SMALL ACTION YOU CAN TAKE IN THE NEXT 24 HOURS TO CHECK OUT YOUR POTENTIAL CAREER CHANGE?
- WHAT STEP CAN YOU TAKE IN THE NEXT MONTH TO SEE IF THIS CAREER DIRECTION IS RIGHT FOR YOU?

MONDAY HAPPINESS

GET INFORMED

- RESEARCH THE JOB: FIND OUT EVERYTHING YOU CAN ABOUT THE CAREER YOU'RE INTERESTED IN. LOOK AT JOB POSTINGS TO GET DETAILED INFORMATION.
- EXPLORE ONLINE: USE THE INTERNET TO SEARCH FOR JOB BOARDS, DISCUSSION GROUPS, LINKEDIN GROUPS, AND TRAINING COURSES RELATED TO THE CAREER.

WHAT ARE THE DAILY TASKS? WHAT ARE OTHER TITLES FOR THIS JOB? WHAT KIND OF WORK ENVIRONMENT CAN YOU EXPECT? WHAT QUALIFICATIONS AND SKILLS DO YOU NEED? WHAT'S THE JOB MARKET LIKE? WHAT'S THE AVERAGE SALARY?

WHICH OF YOUR COMPETENCIES, TALENTS QUALIFICATIONS AND SKILLS CAN BE USED IN THIS JOB?
WHICH SKILLS WILL YOU NEED TO LEARN TO BE SUCCESSFUL IN THIS JOB?
HOW MUCH TIME AND WHICH RESOURCES WILL YOU NEED TO INVEST TO LEARN THESE SKILLS? HOW MUCH TIME AND MONEY WILL IT TAKE TO GAIN THESE QUALIFICATIONS?

MONDAY HAPPINESS

GET CONNECTED

- TALK TO PEOPLE: REACH OUT TO PEOPLE IN YOUR NETWORK OR IN THE INDUSTRY YOU'RE INTERESTED IN. ASK ABOUT THEIR EXPERIENCES AND GATHER AS MUCH ADVICE AS YOU CAN.

WHERE CAN YOU START MEETING PEOPLE WHO WORK IN THE INDUSTRIES OR COMPANIES YOU'RE INTERESTED IN? (THINK OF SOME IDEAS.)

WHO DO YOU ALREADY KNOW IN THESE FIELDS THAT MIGHT TALK TO YOU OR CONNECT YOU WITH OTHERS?

MONDAY HAPPINESS

INFORMATIONAL INTERVIEWS

QUESTIONS TO ASK DURING AN INFORMATIONAL INTERVIEW

- LEARN ABOUT THEM: CAN YOU TELL ME MORE ABOUT YOURSELF AND WHY YOU CHOSE THIS CAREER?
- UNDERSTAND THE ROLE: CAN YOU DESCRIBE YOUR JOB AND YOUR COMPANY? WHAT'S A TYPICAL DAY LIKE?
- IDENTIFY CHALLENGES: WHAT WERE SOME THINGS YOU DIDN'T KNOW WHEN YOU STARTED?
- SEEK ADVICE: HOW WOULD YOU APPROACH MY NEXT STEPS IF YOU WERE IN MY POSITION?
- EXPAND YOUR NETWORK: CAN YOU RECOMMEND ANYONE ELSE I SHOULD SPEAK WITH TO CONTINUE MY RESEARCH?

INSIGHTS FROM THE INTERVIEW:

MONDAY HAPPINESS

TRY IT OUT

- TEST THE WATERS: IF POSSIBLE, TRY OUT ACTIVITIES RELATED TO THE CAREER. THIS COULD BE THROUGH VOLUNTEERING, INTERNSHIPS, OR PART-TIME JOBS TO GET A FEEL FOR THE WORK AND SEE IF IT MATCHES YOUR EXPECTATIONS.

ASK YOURSELF:
WHAT DO I WANT TO LEARN IN MY TESTING PERIOD?
WHAT KEY QUESTIONS DO I WANT TO EXPLORE?
WHERE, WHEN AND HOW AM I GOING TO DO IT?
WHAT RESOURCES DO I HAVE TO HELP ME?
WHO CAN HELP ME?

- WHICH JOB IDEA WILL YOU TRY OUT? HOW WILL YOU TEST IT (SHADOWING, VOLUNTEERING, INTERNSHIP, SHORT-TERM FREELANCE PROJECT, TEST CLIENTS)? WHEN? HOW MANY HOURS IN TOTAL ARE PLANNED?
- WHAT THINGS DO YOU SPECIFICALLY WANT TO EXPERIENCE AND FIND OUT?
- WHAT WILL MAKE THIS TESTING PERIOD A SUCCESS FOR YOU?
- HOW WILL THIS HELP YOU DECIDE WHETHER THIS JOB/CAREER IS AN IDEAL FIT?
- WHAT THREATS OR RISKS COULD PREVENT THIS PROJECT FROM BEING SUCCESSFUL?
- WHAT WILL YOU DO TO MINIMISE THESE RISKS?
- WHO CAN HELP YOU GET THIS PROJECT GOING?

MONDAY HAPPINESS

MONDAY HAPPINESS

MONDAY HAPPINESS

DECIDE IF IT'S THE RIGHT CAREER

- LIFE AND CAREER VALUES: HOW WILL THIS JOB HELP YOU EXPRESS YOUR TOP 5 LIFE VALUES (THE VALUES YOU LISTED IN WEEK 2 AND NOTED ON YOUR CAREER ROADMAP)?
- PURPOSE: HOW DOES THIS JOB ALIGN WITH YOUR MISSION & PURPOSE? (SEE WEEK 4)
- SKILLS AND INTERESTS: WHICH OF YOUR SKILLS, TALENTS, AND INTERESTS CAN YOU USE IN THIS JOB?
- ENERGIZING TASKS: WHICH OF YOUR FAVOURITE TASKS CAN YOU PERFORM IN THIS JOB (WEEK 5)?
- WORK ENVIRONMENT: HOW WELL DO YOU GET ALONG WITH PEOPLE IN THIS CAREER AND ORGANIZATION?
- ORGANIZATION FIT: WOULD YOU ENJOY WORKING FOR THE TYPE OF ORGANIZATION?
- ETHICS: ARE THERE ANY CONFLICTS BETWEEN THE INDUSTRY'S PRACTICES AND YOUR PERSONAL ETHICS?
- INCOME: DOES THE INCOME MEET YOUR EXPECTATIONS?
- LOCATION: CAN YOU FIND THIS JOB IN YOUR CITY OR REGION? IF NOT, ARE YOU WILLING TO MOVE?
- MISSING ELEMENTS: IS THERE ANYTHING MISSING IN THIS CAREER THAT'S IMPORTANT TO YOU?
- BARRIERS: IS THERE ANYTHING THAT MIGHT STOP YOU FROM FULLY EMBRACING THIS JOB OR CAREER?

MONDAY HAPPINESS

MONDAY HAPPINESS

Does this job or career idea really resonate with you?

Are you competent at this work, or can you get competent?

Is there a market for this work and can you earn a sustainable income from it?

MONDAY HAPPINESS

If you have two “Yesses” and one “Not sure”, how can you gain more clarity with this workbook?

When you get three “Yesses”, that will be your new career!

My new career is:

MONDAY HAPPINESS

CONGRATULATIONS! YOU DID IT

I am genuinely proud of you for completing this workbook because I know how hard it is. That's why most people don't do the work and would rather just complain about their jobs.
You're different.
You showed up and now you know things about yourself that you can't unknow.

So please don't put this workbook in a drawer and go back to the same shitty job like nothing happened.
You know what you want now. Go get it!



If you want to share your win with me write me an email at
coaching@natja-boettcher.com
I'm looking forward to read your wins

Warmly,
Natja

MONDAY HAPPINESS