

BOLD

THE

CAREER MOVES PLANNER

**The ultimate guide to getting your dream job
and getting paid your worth.**

DR. CHRISTI MONK



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Be the best you.

Operate fully in your
gifts & talents.

Live your best life.

Dare to be different.



Getting a job can be a daunting task. If you are like me, I hate applying for jobs because I do not want to update my resume. This workbook and planner will help you create the roadmap for getting the job you want. As you work through this workbook, you will have aha moments that will move you towards your ideal job. To get the results you want will require that you take your time. You should spend time reflecting on the jobs you have had to determine where you would like to go. By the time you complete this workbook and planner, you will have the tools and knowledge you need to get the job you want! I have done all of the thinking for you. Now you only need to do the work.

To your success,

Dr. Christi Monk

**Choose a job you love, and you will never have to work a day in your life.
—Confucius**



GOAL SETTING & OUTCOMES

Before you start working through your workbook and planner, you must first state your “why.” Your “why” is your honest reason for choosing this planner. After you state your “why,” you will need to set some goals. You will then need to attach actions to those goals that are measurable.

Most people set goals that are often unattainable. I would like you to set goals that you are passionate about. These types of goals are linked to your emotions and should drive you towards achieving your heart’s desire. For example, your goal is to color the sky blue. The goal is vague and doesn’t have much emotion attached to it. If your goal is, I want to paint the sky blue so that sun shines 24 hours a day, it signifies that “why” behind the goal. You are also more willing to see this goal to fruition because of the impact of the outcome.

EXERCISE

Write down at least three (3) goals you will accomplish once you complete your BOLD Moves journal. These goals should be SMART (specific, measurable, attainable, relevant, and time-bound).

	SPECIFIC	MEASURABLE	ATTAINABLE	RELEVANT	TIMEBOUND
1					
2					
3					

YOUR PROFESSIONAL BRAND



“Personal branding is about managing your name. You are the CEO of You! Be mindful of the impression you want to leave on others” - Dr. Christi Monk

Your professional brand is what matters to a potential employer, networking contact, or anyone who can help you find a job or grow your career. Your personal brand is all about who you are and what you want to be known for. Any potential employer will Google you before they consider speaking with you. Your professional online presence information should be relevant to where you are in your career and where you want to go next. When building your professional brand, you must ensure it doesn't intermingle with your personal brand.

GOOGLE ME

Google is your friend when you are looking for a job. Your social media accounts are used to establish your digital footprint. This is why it is essential to make sure your social media pictures, posts, and interactions with others reflect the image you want to be known for. Keep in mind that search engines and other third parties may still retain copies of your public information, like your user profile information and public posts, even after you have deleted the information from your social media account or deactivated your account.

EXERCISE

Do a Google search for yourself. What did you find?

Does the information professionally represent you?

What changes do you need to make to improve your professional image online?



YOUR IDEAL WORK NARRATIVE

YOUR DREAM JOB & IDEAL WORK DAY

**“Go confidently in the direction of your dreams. Live the life you have imagined.”
~Henry David Thoreau**

Before you jump head first into the next job opportunity that comes along, take the time to thoroughly research the position and industry to get a better understanding of the requirements, general responsibilities, and its compatibility with your interests, strengths, and personality. Compatibility is important to how well you will fit in an organization. You must know your core values in the workplace. You must be aware of your personality style.

It's important to review the educational and work experience requirements to gain entry to fields you are considering so that you can create an action plan to ensure you meet your goal of obtaining employment in the field chosen.

You should research the salary requirements. Researching the average rate of pay for your chosen career will give you an idea of the salary range you can expect to earn and help you when negotiating your salary when you are offered the job.

Thorough research of your future career opportunities provides invaluable insight into other factors surrounding the occupation that may influence whether or not it is something you could see yourself doing over the long term. Work hours, location, job outlook, and future advancement opportunities may affect your decision to pursue this occupation or to seek another one that better fulfills your professional needs.

Before you can experience a truly exciting career, you must have a clear vision for the type of work you want to do, who you would like to work for, the type of environment you want to work in, and how you can bring value to the organization. I believe you can love going to work each day.

In the spaces below, write your ideal work life. The sky is your limit. Dream big. It is your life. Close your eyes - take a deep breath - go for it. Use the boxes to guide you.

YOUR IDEAL WORK NARRATIVE



EXERCISE

WORK ENVIRONMENT PREFERENCES

What is your ideal work preference?

IDEAL WORK ENVIRONMENT	PREFERENCE
Structured or Flexible	
Hierarchical or Egalitarian	
Types of people	
Type of Work	
Hours you wish to work	
Ideal Commute	
Pace of the Environment	
Compensation	
Benefits	



YOUR IDEAL WORK NARRATIVE

EXAMPLE OF IDEAL WORKDAY NARRATIVE

I work in a job in which I can work both by myself and with others to achieve results. I am self-motivated. I work in an atmosphere where I can continuously learn new things and improve my skills. I am working in my dream career. I have a vast network of family, friends, colleagues, sponsors, and mentors who support my dreams and aspirations. I work and play hard. I have the flexibility to work remote. I create my schedule. I feel comfortable sharing my ideas openly because I work in an environment where creativity is encouraged and respected. I sought after for highly visible projects because of my knowledge and expertise. My work environment is structured but allows me the freedom to make decisions that will have a positive impact on the business. I can provide for my family financially because I get paid my worth. I am happy, prosperous, and free.

YOUR IDEAL WORK NARRATIVE



A horizontal teal line with a small teal dot on the left side. Below it are 20 horizontal black lines, spaced evenly, providing a ruled area for writing a narrative.