

## Career Confidence tool

### What to Do

Write down some reasons why you might have low career confidence. Be specific.

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When did your low confidence begin?

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Are you a perfectionistic? Do you have a difficult time when you make mistakes or fail? Explain.

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What lessons have you learned from your job-related mistakes?

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What can you do to avoid those mistakes in the future?

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In the following chart write down your strengths, skills, talents, and abilities. Write down career achievements, big or small, and your proudest work-related moments. Imagine where you'd like to be two years from now in your career.

<b>Strengths, skills, talents, and abilities</b>	<b>Career achievements</b>
<b>My proudest career/work-related moments</b>	<b>Where I'd like to be two years from now</b>

How can you integrate your strengths, skills, talents, and abilities in your everyday life?

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What are some weaknesses that have contributed to your low career confidence? Be honest.

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What are some ways you can address these weaknesses?

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Check off at least one of the following to do within the next two weeks.

\_\_\_ Connect with a personal or professional networks for help and support.

\_\_\_ Get feedback from colleagues or a supervisor.

\_\_\_ Seek advice or secure a mentor or career coach to help you.

Reflections on This Exercise

How helpful was this exercise? \_\_\_\_\_

(1 = not very helpful, 5 = moderately helpful, 10 = extremely helpful)

What did you learn from this activity?

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