

James Madison University

JMU Scholarly Commons

Libraries

Libraries

5-13-2020

Practical Strategies for Transitioning

Jennifer A. Keach

James Madison University, keachja@jmu.edu

Follow this and additional works at: <https://commons.lib.jmu.edu/letfspubs>



Part of the [Library and Information Science Commons](#)

Recommended Citation

Keach, J. A. (2020, May 13). Practical strategies for transitioning. [Presentation]. Amigos Member Conference—Next Steps: Create and Cultivate a Career That Matters, Online.

This Presentation is brought to you for free and open access by the Libraries at JMU Scholarly Commons. It has been accepted for inclusion in Libraries by an authorized administrator of JMU Scholarly Commons. For more information, please contact dc_admin@jmu.edu.



Practical Strategies for Transitioning

Amigos Conference
May 14, 2020

Jennifer A. Keach
she/her/hers



Coordinator of Organizational
Learning & Development

James Madison University
Libraries (Virginia)

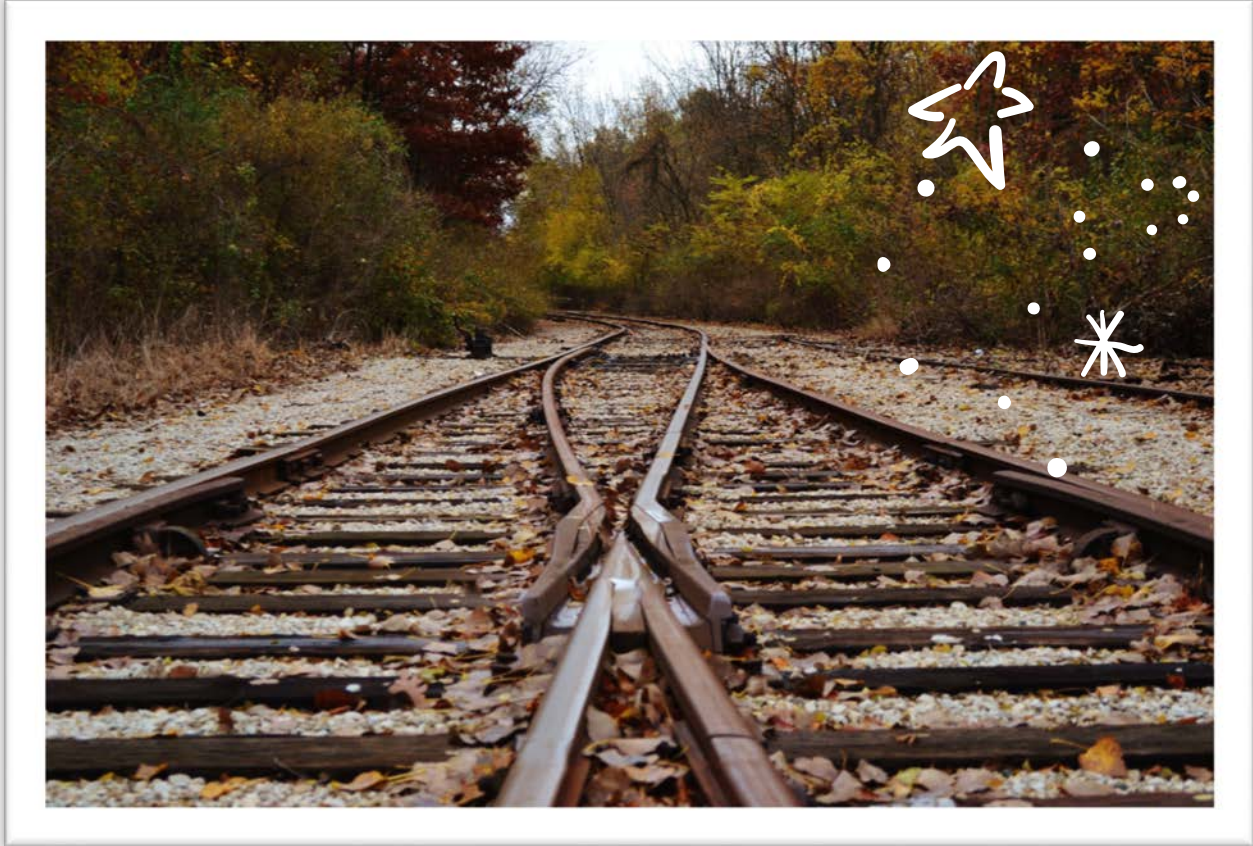
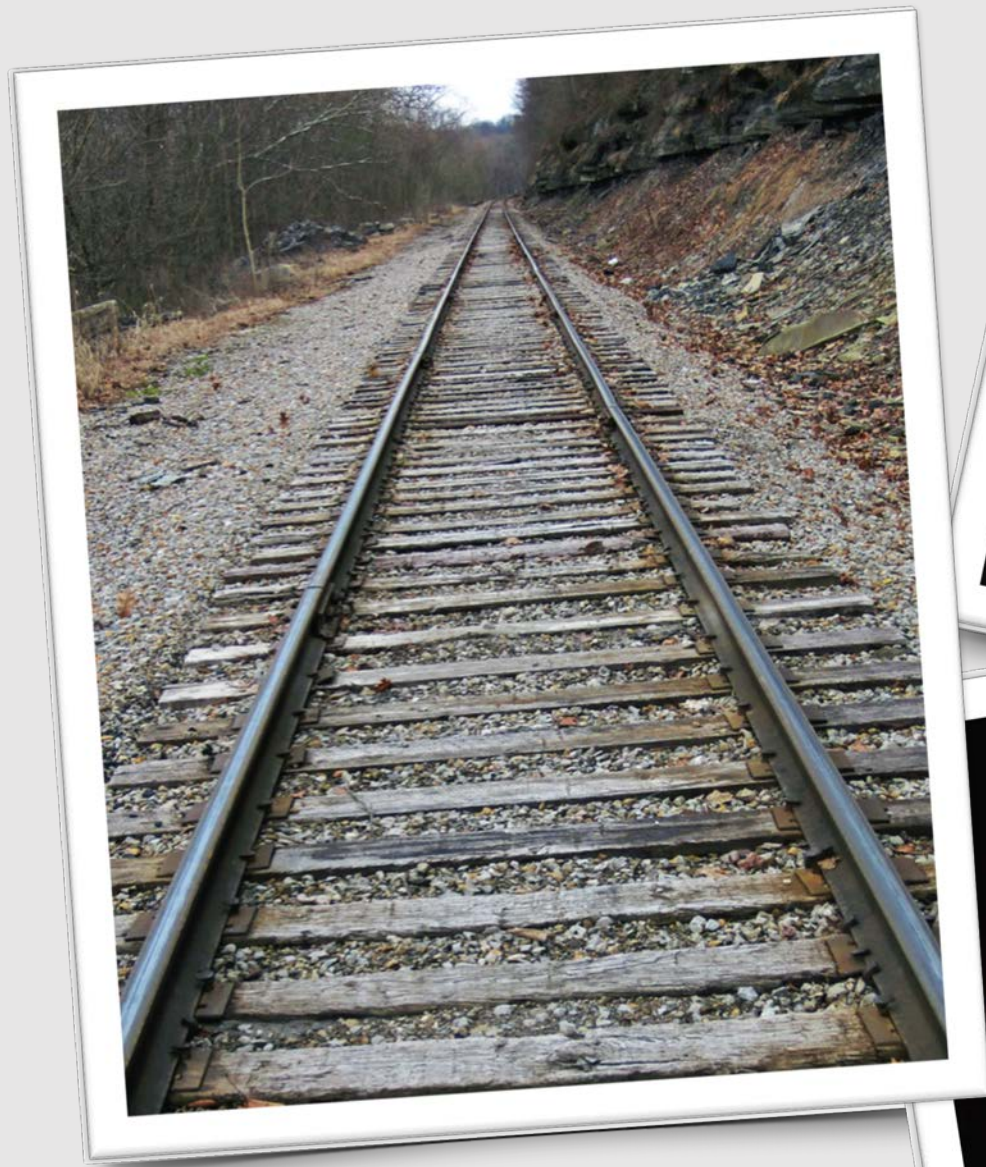


Image by Nick Biancardi, *Track Fork*, <https://flic.kr/p/dm4duf>



Image by Ron Cogswell, *Logging Train Out Of Cass Station (WV) May 2013*, <https://flic.kr/p/eqfhaa>



Images by:
James St. John, *Ohio Central Railroad Tracks*, <https://flic.kr/p/SBdeC3>
Kai Schreiber, *Now*, <https://flic.kr/p/QSV3>

Russell Davies, *Future Neon*, <https://flic.kr/p/743pn>



Have You Experienced any of the Following?

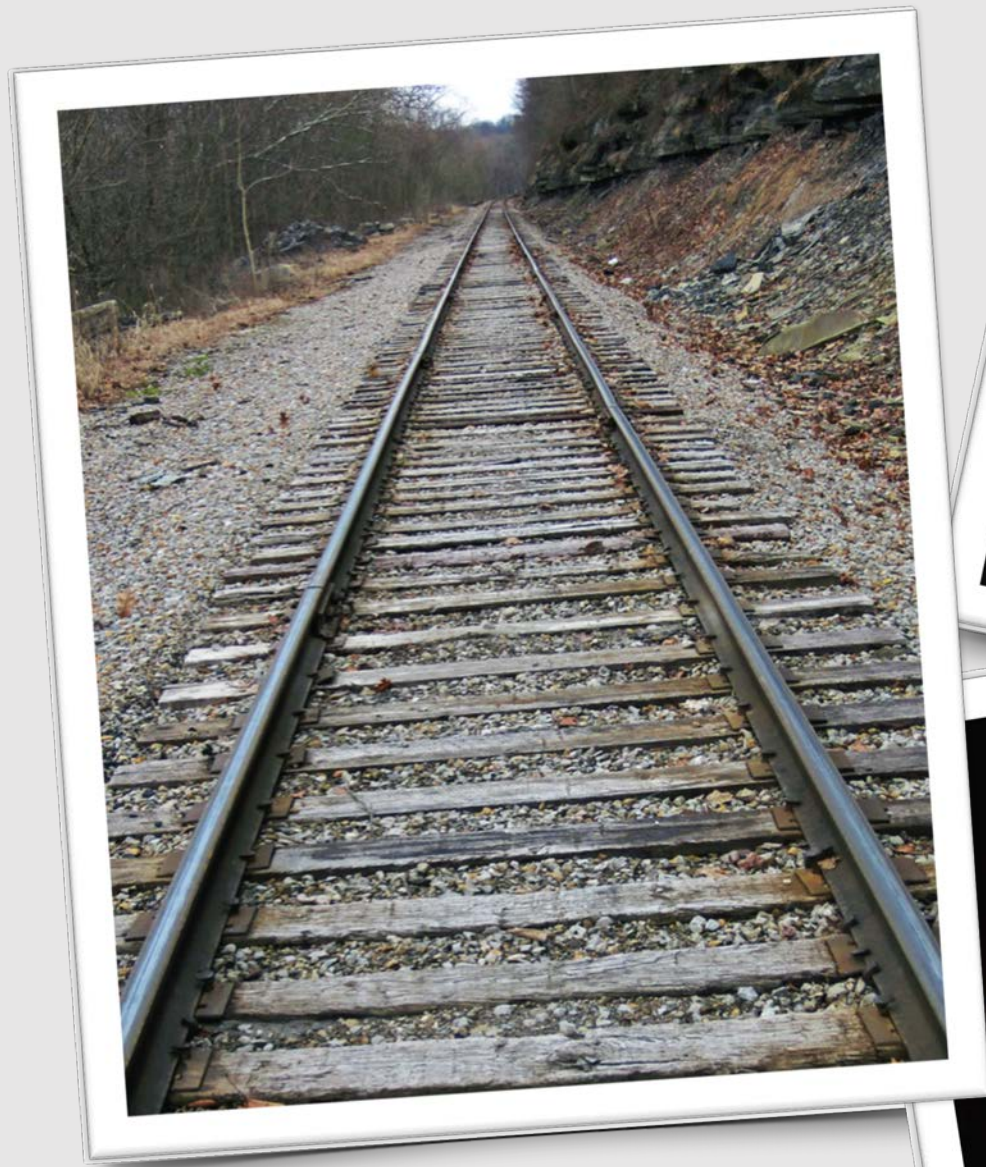
Unhappy with your job but unable to pinpoint what to change.

Yearned for a new opportunity but didn't know how to make it happen.

Felt a twang of jealousy when others made career changes.

Unsure about accepting an opportunity that came your way.

Started a new job that turned out to be a bad fit for you.



Images by:
James St. John, *Ohio Central Railroad Tracks*, <https://flic.kr/p/SBdeC3>
Kai Schreiber, *Now*, <https://flic.kr/p/QSV3>

Russell Davies, *Future Neon*, <https://flic.kr/p/743pn>



Understanding Your “Now” with Assessment Tools



Image by Kai Schreiber, *Now*, <https://flic.kr/p/QSV3>

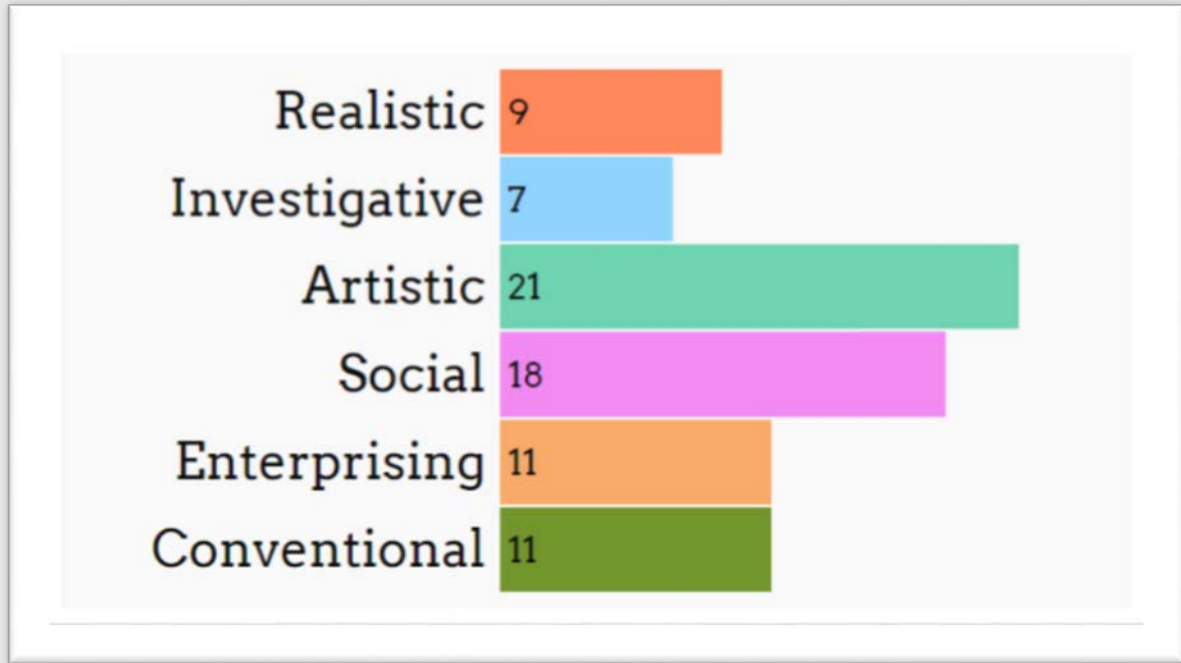
Self-Assessment

- Holland Code
- Myers Briggs Type Indicator

Feedback from Others

- Annual performance evaluations
- 360-degree feedback

Self-Assessment with the Holland Codes



Holland Codes

- Also referred to as the RIASEC
- 3-letter code (ex: ASC or ASE)

Screenshot from Open Source Psychometrics Project

Self-Assessment with the Holland Codes



Screenshot from O*NET Online

Holland Codes

- Sometimes referred to as RIASEC
- 3-letter code (ex: ASC or ASE)
- Also used to classify jobs



Working with Ideas

Investigative

- Working with ideas and extensive thinking
- Searching for facts and figuring out intellectual problems

Artistic

- Working with forms, designs and patterns
- Self-expression without following clear sets of rules

Working with Things

Realistic

- Practical, hands-on problems and solutions
- Often deal with plants, animals, real-world materials

Conventional

- Following set procedures and routines
- Working with data and details more than with ideas

Working with People

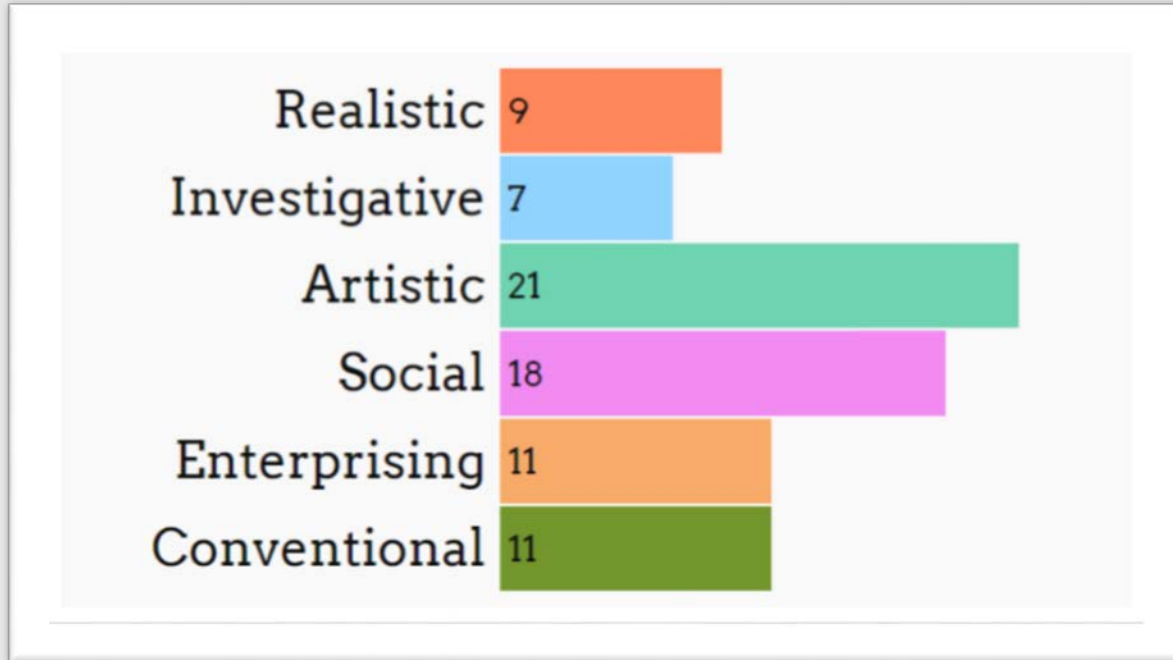
Social

- Communicating and working with people
- Helping or providing service to others

Enterprising

- Starting up and carrying out projects
- Leading people and making decisions

Self-Assessment with the Holland Codes



Screenshot from Open Source Psychometrics Project

Holland Codes

- Sometimes referred to as RIASEC
- 3-letter code (ex: ASC or ASE)
- Also used to classify jobs

Resources:

- Strong Inventory through a career counselor (includes additional scales)
- Open Source Psychometrics Project (<https://openpsychometrics.org/>)
- O*NET Online (also for occupation info) (<https://www.onetonline.org/>)



Self-Assessment with the MBTI[®]

Extraversion	E	<i>or</i>	I	Introversion
<hr/>				
Sensing	S	<i>or</i>	N	Intuition
<hr/>				
Thinking	T	<i>or</i>	F	Feeling
<hr/>				
Judging	J	<i>or</i>	P	Perceiving



Self-Assessment with the MBTI[®]

ISTJ	ISFJ	INFJ	INTJ
ISTP	ISFP	INFP	INTP
ESTP	ESFP	ENFP	ENTP
ESTJ	ESFJ	ENFJ	ENTJ

Myers-Briggs Type Indicator[®]

- 4 letter personality type
- Focused on innate preferences
- Often used for career transitions



Occupations and the MBTI®

- **University Teachers: ISTJ, INTJ, ENTJ**

Macdaid, G. P, McCaulley, M. H., & Kainz, R. I. (1986). *Myers-Briggs Type Indicator Atlas of Type Tables*, CAPT.

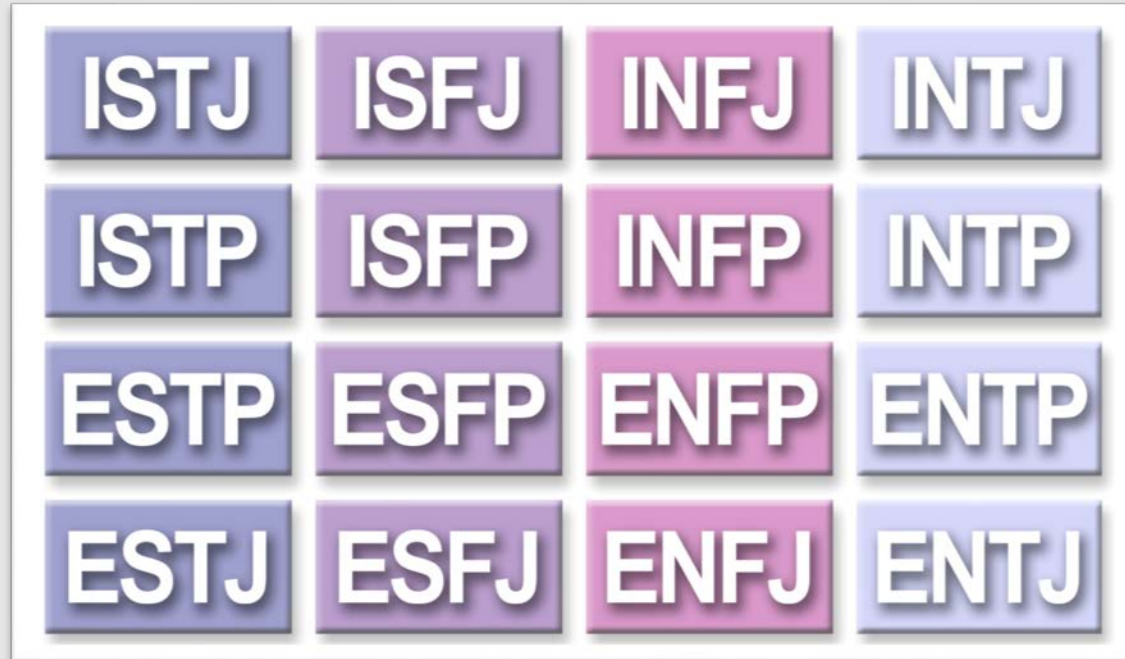
- **IT professionals: ISTJ, INTJ, INTP**

Lyons, M.L. (1985, August). The DP Psyche. *Datamation*, 31(16), 103-110; N=1,229

- **Librarians: ISTJ, INTJ**

Scherdin, M. J., & Beaubien, A. K. (1995). Shattering Our Stereotype: Librarian's New Image. *Library Journal*, 120(12), 35-38. Study done in 2002; N=1,600

Self-Assessment with the MBTI[®]



Myers-Briggs Type Indicator[®]

- 4 letter personality type
- Focused on innate preferences
- Often used for career transitions

Resources

- MBTI through a certified facilitator
- Open Source Psychometrics Project (<https://openpsychometrics.org/>)--look for the "Open Extended Jungian Type Scales"
- Personality Types and Librarians <https://libraryworksucess.com/2012/10/14/personality-types-and-librarians/>



Understanding Your “Now” with Assessment Tools



Image by Kai Schreiber, *Now*, <https://flic.kr/p/QSV3>

Self-Assessment

- Holland Code
- Myers Briggs Type Indicator

Feedback from Others

- Annual performance evaluations
- 360-degree feedback

Charting “The Future” with a Job Description Inventory



Image by Russell Davies, *Future Neon*, <https://flic.kr/p/743pn>

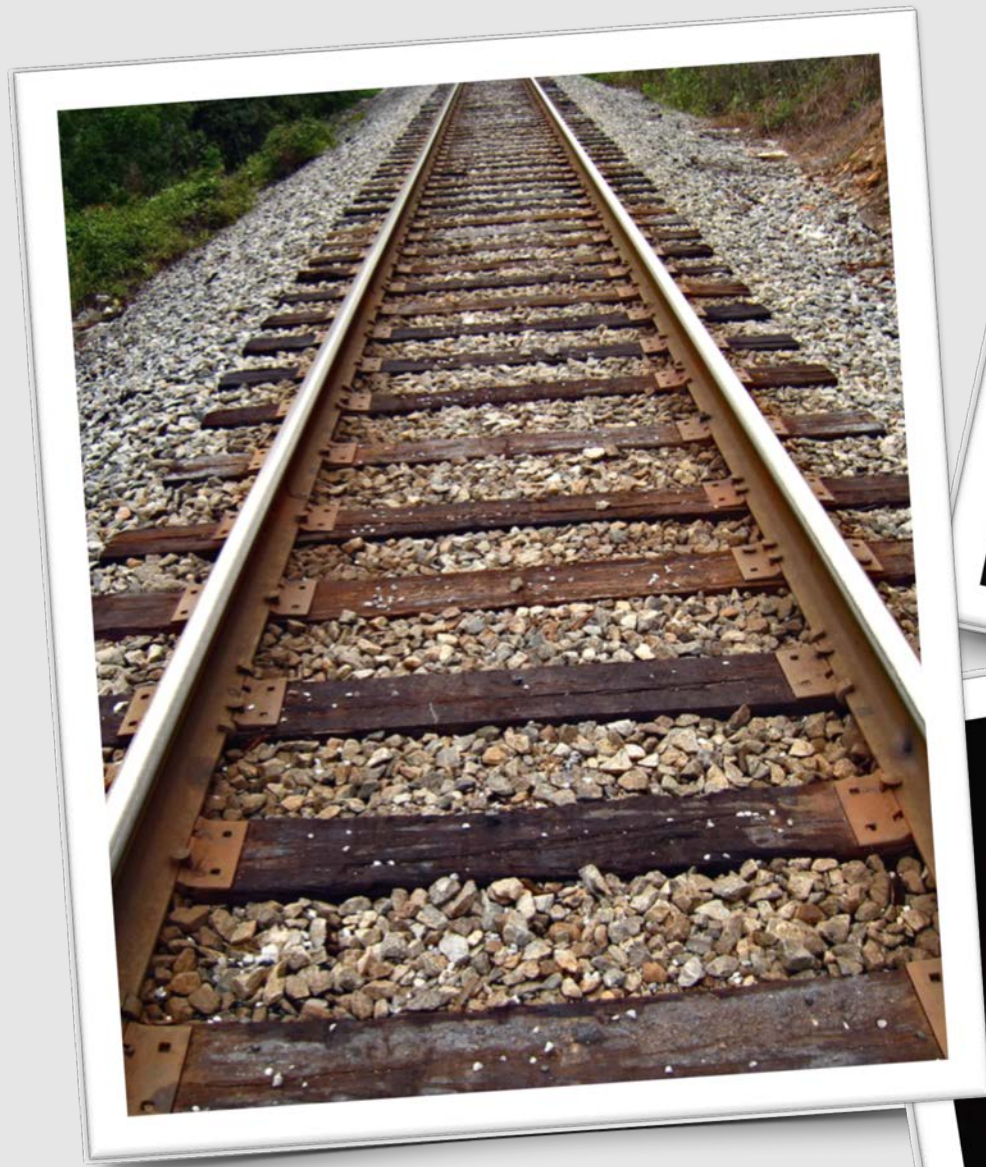
Step 1: Find three job postings that look interesting to you.

Step 2: List out all the required and preferred qualifications.

Step 3: For each, decide the degree to which you have the qualifications.

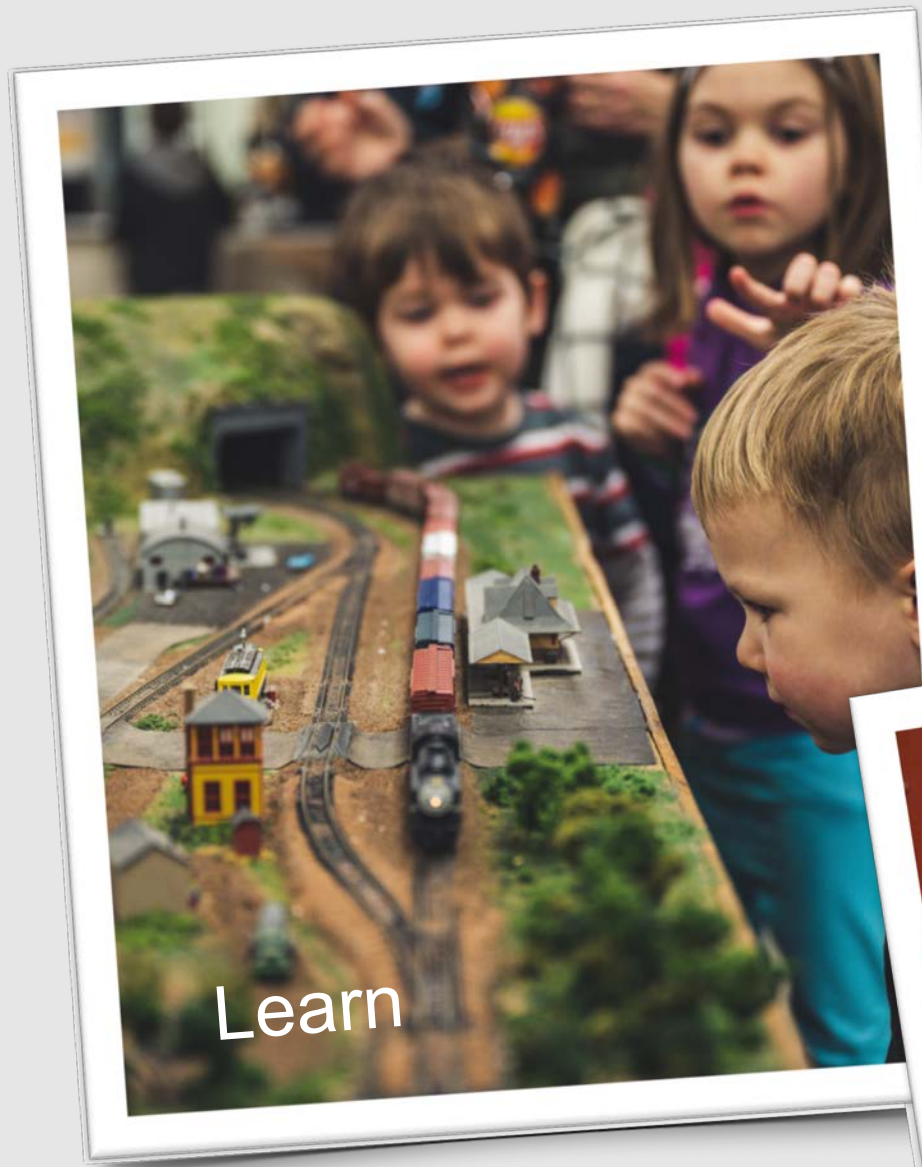
Step 4: Make a plan to take one step toward at least one of the qualifications you don't currently have.

Step 5: Give yourself a deadline so you actually do it.

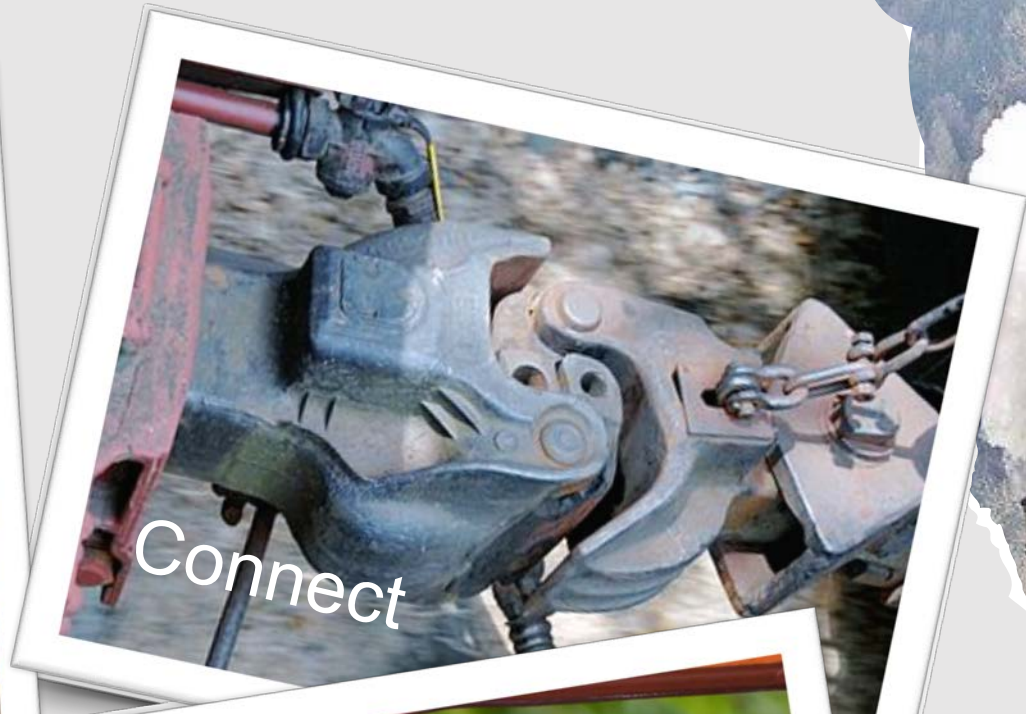


Images by:
James St. John, *Ohio Central Railroad Tracks*, <https://flic.kr/p/SBdeC3>
Kai Schreiber, *Now*, <https://flic.kr/p/QSV3>

Russell Davies, *Future Neon*, <https://flic.kr/p/743pn>



Learn



Connect



Practice



Images by:
Brett Sayles, *Selective Focus...Miniature Train Toys*, Pexels.com
Tony Alter, *Train Conductor*, <https://flic.kr/p/as9QWk>

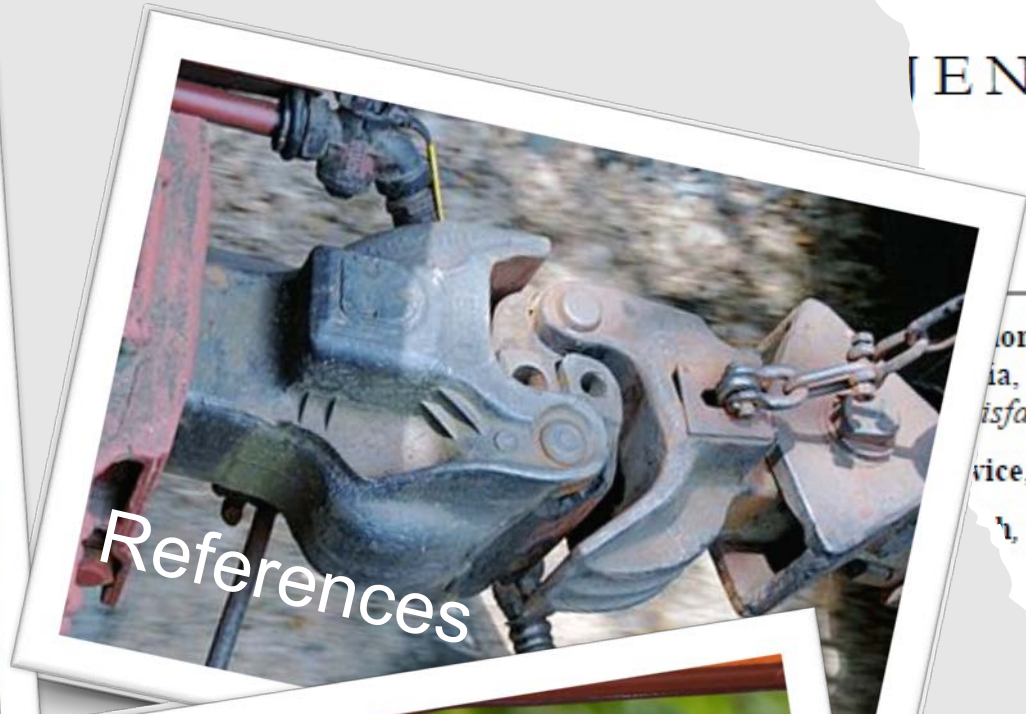
RoySmith, *Railroad Coupling*, Wikimedia Commons

JENNIFER A. KEACH

E-MAIL: KEACHJA@JMU.EDU



Education



References



Experience

on/Human Resource Development, James
ia, 2016. Thesis: "Exploring the Role of Ne
isfaction in an Academic Library"

vice, University of Alabama, Tuscaloosa, Alab

h, James Madison University, Harrisonburg,

itator, Center for Appreciative Inquiry, L

Otto Kroeger Associates), Fairfax, Virginia

ENCE

Learning and Development (Jul
Harrisonburg, Virginia

from Associate Professor to Professor

on-wide training and development p
approximately 150 employees.

develop and deliver a career develo
arning environment.

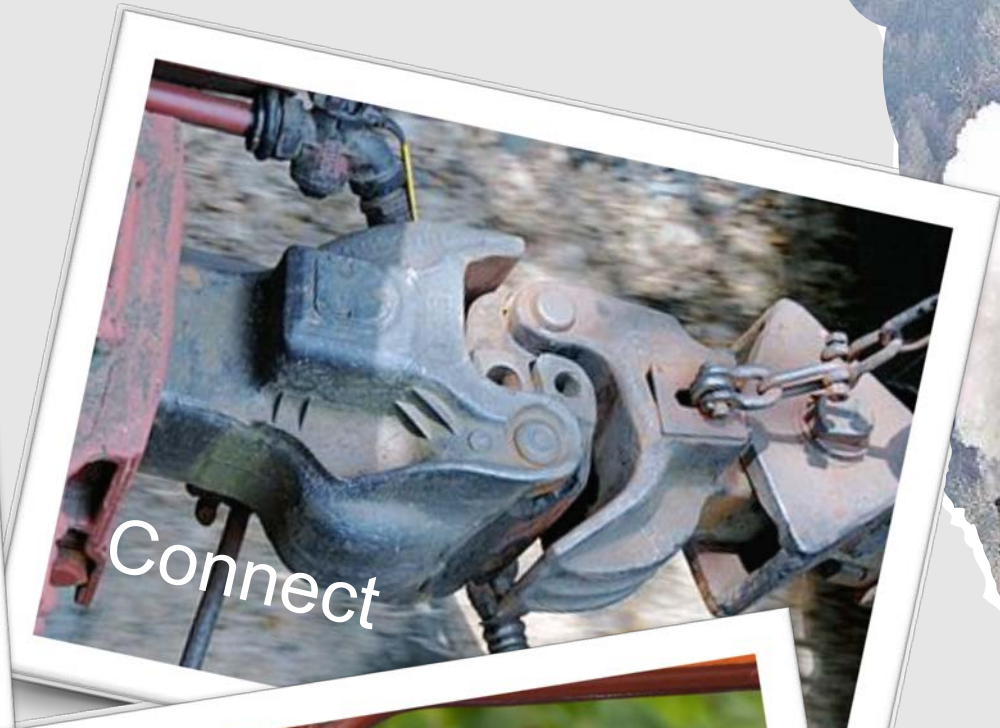
ual development for more than 50
ng, and consulting.

Images by:
Brett Sayles, *Selective Focus...Miniature Train Toys*, Pexels.com
Tony Alter, *Train Conductor*, <https://flic.kr/p/as9QWk>

RoySmith, *Railroad Coupling*, Wikimedia Commons



Learn



Connect



Practice



Images by:
Brett Sayles, *Selective Focus...Miniature Train Toys*, Pexels.com
Tony Alter, *Train Conductor*, <https://flic.kr/p/as9QWk>

RoySmith, *Railroad Coupling*, Wikimedia Commons



Informational Interviews



Image by Amtec Photos, www.amtec.us.com, <https://flic.kr/p/DNLU7Q>

What is it?

- Interview someone who is already living your “future”

Have you ever done an informational interview?



Select your answer in the poll:

- Yes
- No

Image by Amtec Photos, www.amtec.us.com, <https://flic.kr/p/DNLU7Q>

Informational Interviews



Image by Amtec Photos, www.amtec.us.com, <https://flic.kr/p/DNLU7Q>

What is it?

- Interview someone who is already living your “future”

Why do it?

- Usually learn more than reading about it... a lot more!
- May gain a network, a mentor, or a sponsor.

MBTI Insights

- Easier for those who prefer Extraversion than for those who prefer Introversion.

Stretch Assignments



Image by Ac101, Penang Hill Funicular Railway, Wikimedia Commons

What is it?

- Seek out special projects and tasks as part of your job.

Why do it?

- Learn and practice at the same time.
- Gain experience for your next job.
- Discover preferences.
- Demonstrate your eagerness to grow.

MBTI Insights

- Ideal for those who prefer Sensing (and like hands-on experience).
- Also ideal for those who prefer iNtuition (and might entirely skip over hands-on experience).

Job Sculpting



Image by Rincewind42, *Snow steam train*, Wikimedia Commons.

What is it?

- Add or remove tasks from your job.
- Can often follow stretch assignments.

Why do it?

- Emphasize strengths & preferences.
- Minimize weaknesses & non-preferences.
- Gain experience for your next job.

MBTI Insights

- Those who prefer Thinking may be frustrated by uncompensated changes.
- Those who prefer Feeling may need to advocate for compensation for changes.



Volunteering



What is it?

- Unpaid work: nonprofit organizations.
- Outside your job description: as part of professional service through committees & task forces; ad hoc organizational citizenship

Why do it?

- Allows you to do tasks that you enjoy.
- Learn and practice at the same time.
- May gain a network, a mentor, or a sponsor.
- Gain experience for your next job.

MBTI Insights

- Those who prefer Judging may benefit from the open exploration that volunteering affords.

Laying the Tracks Now, Future

- Holland Codes
- MBTI
- Annual Evaluation
- 360-Degree Feedback
- Job Description Inventory



Laying the Tracks

Now, Future

- Holland Codes
- MBTI
- Annual Evaluation
- 360-Degree Feedback
- Job Description Inventory

Building Up Steam

Learn, Practice, Connect

- Informational Interviews
- Stretch Assignments
- Job sculpting
- Volunteering



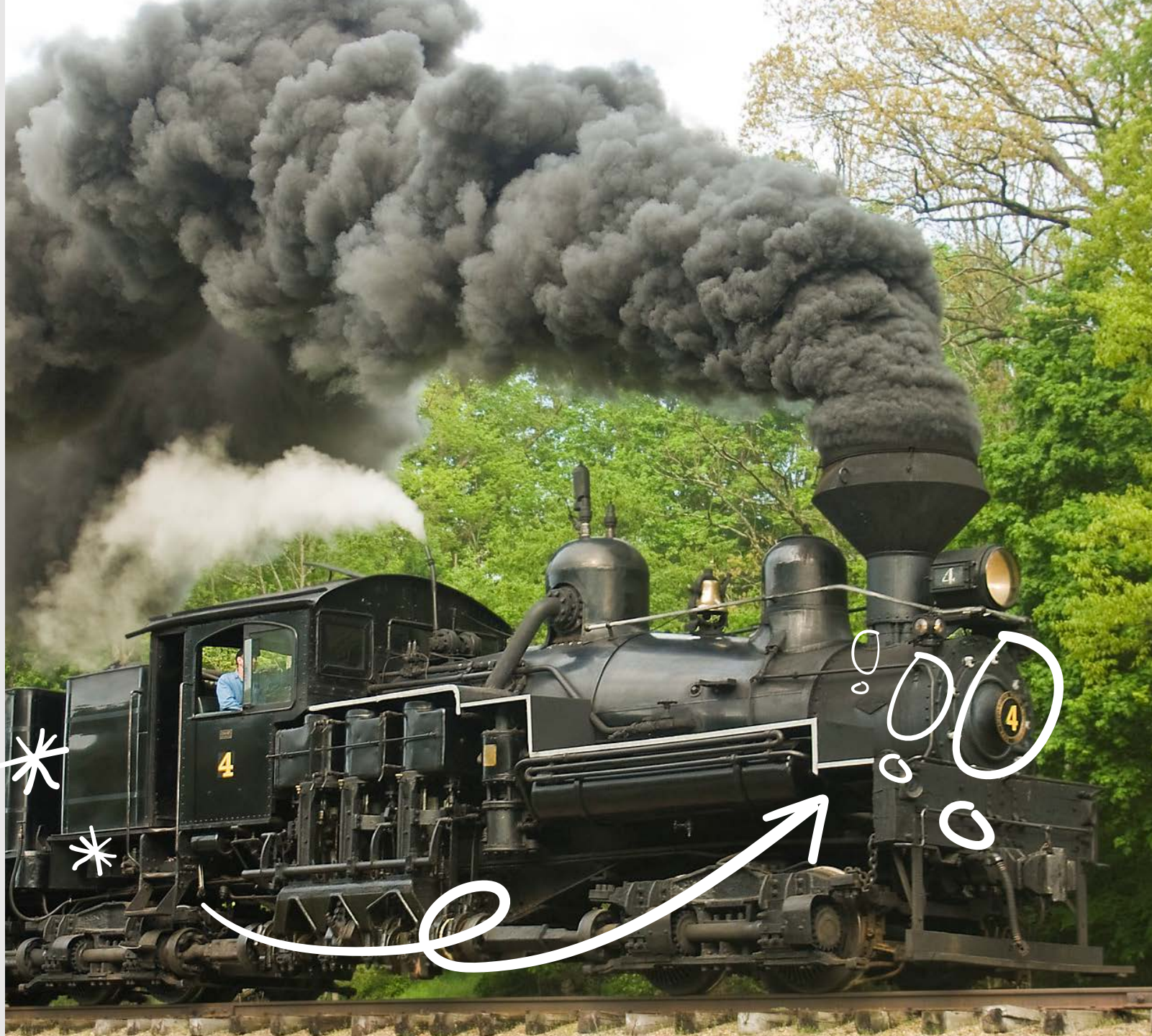


Laying the Tracks Now, Future

- Holland Codes
- MBTI
- Annual Evaluation
- 360-Degree Feedback
- Job Description Inventory

Building Up Steam Learn, Practice, Connect

- Informational Interviews
- Stretch Assignments
- Job sculpting
- Volunteering





A Few Resources:

Links

- Open Source Psychometrics Project (<https://openpsychometrics.org/>)
- O*NET Online (<https://www.onetonline.org/>)
- Personality Types and Librarians (<https://libraryworksuccess.com/2012/10/14/personality-types-and-librarians/>)

Books

- Bolles, Richard Nelson. (2019). *What Color is Your Parachute 2020: A Practical Manual for Job-Hunters and Career-Changers*. Berkeley, CA: Ten Speed Press.
- Martin, Charles R. (2009). *Your Career: Using Psychological Type to Find Your Best-Fit Career*. Gainesville, FL: CAPT.



Thanks to:

- Chandra Lane, Career & Academic Planning, James Madison University (JMU)
- Colleague-participants in the JMU Libraries Career Cohorts (2017, 2018, & 2020)
 - Including my current co-facilitator, Jackie Woolf, JMU Libraries
- Generous colleagues who helped me to prepare today's presentation.

And Thanks to You for Participating!

Practical Strategies for Transitioning

Amigos Conference

May 14, 2020

Jennifer A. Keach

she/her/hers



Coordinator of Organizational
Learning & Development

James Madison University
Libraries (Virginia)

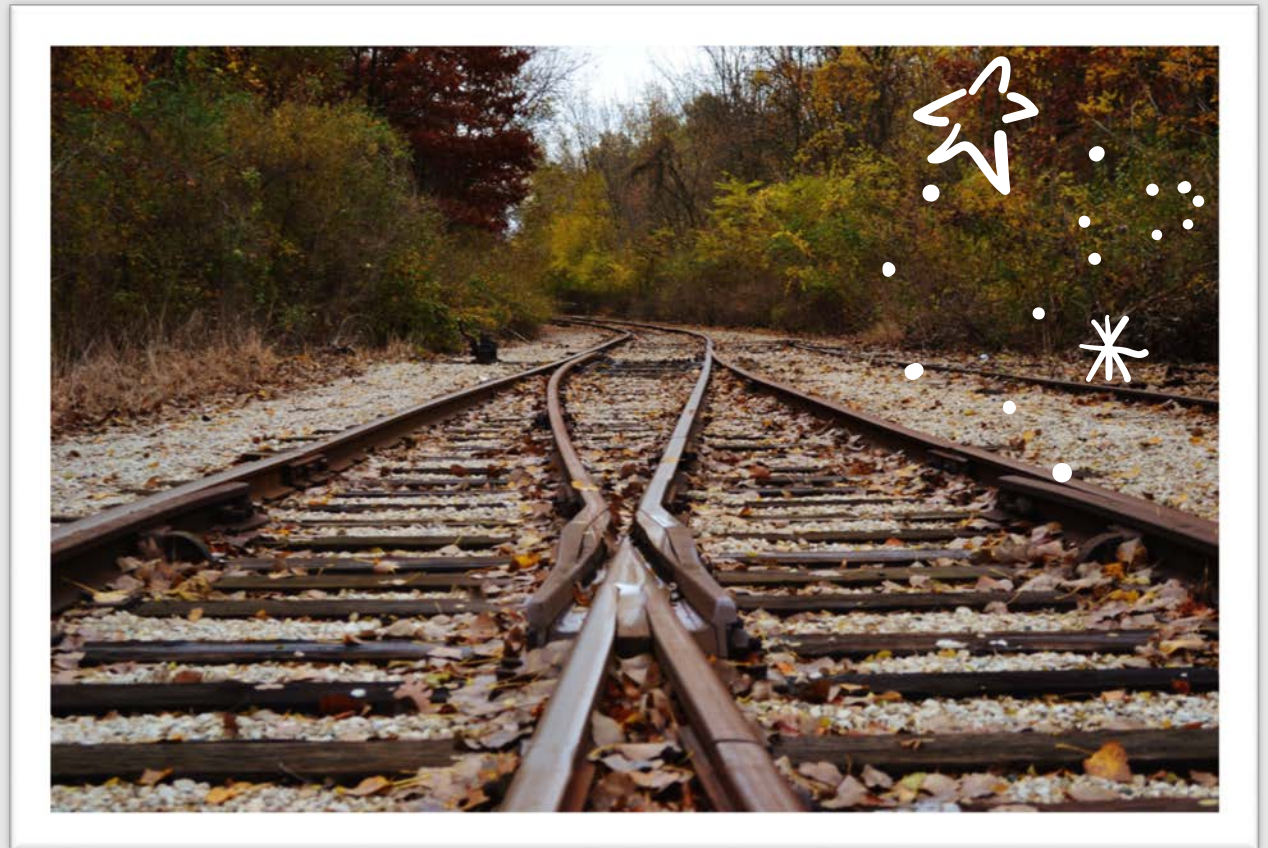


Image by Nick Biancardi, *Track Fork*, <https://flic.kr/p/dm4duf>