Practical Strategies for Transitioning

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Practical Strategies for Transitioning

Amigos Conference
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Jennifer A. Keach
she/her/hers

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James Madison University Libraries (Virginia)

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Images by:
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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.
Understanding Your “Now” with Assessment Tools

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)
Self-Assessment with the Holland Codes

Holland Codes
- Sometimes referred to as RIASEC
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- Also used to classify jobs

Screenshot from O*NET Online
<table>
<thead>
<tr>
<th>Working with Ideas</th>
<th>Working with Things</th>
<th>Working with People</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investigative</strong></td>
<td><strong>Realistic</strong></td>
<td><strong>Social</strong></td>
</tr>
<tr>
<td>• Working with ideas and extensive thinking</td>
<td>• Practical, hands-on problems and solutions</td>
<td>• Communicating and working with people</td>
</tr>
<tr>
<td>• Searching for facts and figuring out intellectual problems</td>
<td>• Often deal with plants, animals, real-world materials</td>
<td>• Helping or providing service to others</td>
</tr>
<tr>
<td><strong>Artistic</strong></td>
<td><strong>Conventional</strong></td>
<td><strong>Enterprising</strong></td>
</tr>
<tr>
<td>• Working with forms, designs and patterns</td>
<td>• Following set procedures and routines</td>
<td>• Starting up and carrying out projects</td>
</tr>
<tr>
<td>• Self-expression without following clear sets of rules</td>
<td>• Working with data and details more than with ideas</td>
<td>• Leading people and making decisions</td>
</tr>
</tbody>
</table>
Self-Assessment with the Holland Codes

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®

<table>
<thead>
<tr>
<th>Extraversion</th>
<th>E</th>
<th>or</th>
<th>I</th>
<th>Introversion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sensing</td>
<td>S</td>
<td>or</td>
<td>N</td>
<td>Intuition</td>
</tr>
<tr>
<td>Thinking</td>
<td>T</td>
<td>or</td>
<td>F</td>
<td>Feeling</td>
</tr>
<tr>
<td>Judging</td>
<td>J</td>
<td>or</td>
<td>P</td>
<td>Perceiving</td>
</tr>
</tbody>
</table>
Self-Assessment with the MBTI®

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

• IT professionals: ISTJ, INTJ, INTP

• Librarians: ISTJ, INTJ
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://libraryworksuccess.com/2012/10/14/personality-types-and-librarians/
Understanding Your “Now” with Assessment Tools

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

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.
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
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

Informational Interviews

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.


MBTI Insights adapted from *Looking at Type: Your Career* by Charles R. Martin (2009)
Stretch Assignments

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).

Image by Ac101, Penang Hill Funicular Railway, Wikimedia Commons

MBTI Insights adapted from Looking at Type: Your Career by Charles R. Martin (2009)
Job Sculpting

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.

MBTI Insights adapted from *Looking at Type: Your Career* by Charles R. Martin (2009)
Laying the Tracks
Now, Future
• Holland Codes
• MBTI
• Annual Evaluation
• 360-Degree Feedback
• Job Description Inventory
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Now, Future
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Building Up Steam
Learn, Practice, Connect
• Informational Interviews
• Stretch Assignments
• Job sculpting
• Volunteering
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Now, Future
• Holland Codes
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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


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!
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