

MOVING THROUGH THE RANKS – 8 SEPTEMBER 2004

Have Fun:

- Do things you like doing
- Make every job fun and interesting
- Have a laugh
- Don't take life too seriously

Take Control:

- Take charge of your own career
- Most things that happen to you are within your control
- If it's not within your control, always look for the opportunity to turn that to your advantage

Keep Learning:

- Study
- Read – keep up to date
- Mentoring
- Enhance your current job
- Professional development
- Discussion forums

Act as If:

- Challenge yourself
- Work outside your comfort zone
- Give a paper at a conference

Take Risks:

- Move from continuing to fixed-term contracts if it provides opportunity
- Take up secondments (be selective)
- Move sideways or even downwards to get what you want or get experience
- Casual work/short term contracts
- Get different experiences – inside/outside university
- Get different perspectives – faculty/central
- Don't be process bound (there is always a way to get the outcome you want)

Be prepared to work hard:

- It doesn't come without effort
- Put in that bit extra (doesn't mean long hours or all the time)
- Volunteer for projects – eg Open Day
- Be proactive

Get involved in other things:

- WPDN
- Get involved in a social club at work
- Lunch groups
- Peer groups

Keep your eyes and ears open:

Secondments
Networks
Jobs
Committees
Projects across areas
Keep your eye on the big picture (Inside Adelaide)
Be aware of the internal politics
Be aware of the external environment

Network:

WPDN
ATEM
Join list servers
Join professional bodies (lunches/breakfasts)
Seminars (listen to guest speakers)

Things you don't do:

- Blame the system
- Blame your family commitments
- Say you're past it/too old/too young/too inexperienced/too scared
- Blame your boss/co-workers
- Expect things to be handed to you on a platter
- Expect people are going to recognise your brilliance while you're hiding behind your desk
- Expect your boss to say you deserve a raise/reclassification
- Expect to be kept informed
- Say no to everything
- Complain about the outcome when you have had the opportunity to input into/or change the outcome

You're never too old to make changes (age is not a barrier)

Career is not linear

Recognise your transferable skills

You can have it all – work/family life

Make sure you reward yourself along the way!

GO FOR IT!

Liz Pryzibilla
Lee Jones