

How to take the Next Step in your Career

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You

- **Don't be afraid to ask questions!** Be curious and try to expand your knowledge whenever you can. By being confident in your desire to learn, people will gravitate towards you
- **Take the time to analyse what your development gaps are.** This will allow you to better understand what exactly it is you need to work on to achieve your goals
- **Become comfortable with being uncomfortable!** By being constantly willing to expand the borders of your comfort zone, you'll be able to develop both personally and professionally

Your organisation

- **Be honest with your line manager about your aspirations.** Whether you see yourself in a managerial role in your industry, or moving over to a new department or sector in a few years time, be upfront about your goals. Your line managers are there to support you, and may know about other development opportunities you can tap into
- **Ask around as to what support and training your organisation can offer you.** At organisations such as BNY Mellon, their employees are offered a variety of different ways to progress and learn, all the way from soft skill development to technical skill development
- **Ask about job shadowing opportunities.** If you want to find out more about what goes on in your organisation at higher levels, or in a different department altogether, ask if you can job shadow for the day. Not only will you learn more about the realities of the role you have in mind, you'll also expand your networks into the area you're interested in.

Your Network

- **Value quality over quantity.** When it comes to expanding your network, try and make connections and have conversations of substance, rather than trying to interact with as many people as possible
- **Have patience with yourself and be open to new experiences**
- **Your network is also your support network.** The people you connect with are there to support you at all turns of your career, so don't be afraid to reach out and ask for help when you need it

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