



Career Development

Learn Now Guide



Learn on your own

- **Launch your career development plan** by using these tips from the Lynda.com video, [Know What Your Career Goals Are](#) (approximately 5 minutes).
- **Clarify the tasks in your current role and prepare for the future** by completing this [worksheet](#). It is recommended that you discuss it with your manager if you feel comfortable doing so.
- **Identify your gifts, talents, and abilities** by taking this [self-assessment](#) to better understand and identify professional careers that align with your natural interests.



Learn from others

- **Become more aware of your strengths.** Ask someone that you trust his or her perspective of your strengths, both personal and professional. Write them down, set goals, and work toward enhancing those strengths.
- **Develop your career** and learn how to discover job opportunities within UAB by finding a mentor¹.



Learn by doing

- **Expand your skillset.** Volunteer for positions or tasks both on the job and outside UAB that will prepare you for the next level.
- **Broaden your exposure to UAB** by asking your manager if you can participate on a committee, assist with an initiative, or coordinate an event that spans multiple departments/areas.
- **Network!** Join both personal and professional groups that can help you learn new skills and meet others in your “dream” career.

¹ A mentor is one who usually has a deep personal interest in you and will become personally involved with your long-term development.