

Take a moment

SELF-ASSESSMENT EXERCISE

- 1** Identify one positive thing that you learned from your involvement in this project. How might you apply that learning in a future work situation?
- 2** What do you think others might say has been your most valuable contribution to the team, and why?
- 3** What are you most proud of about your role in this project, and why?
- 4** What was the biggest challenge of the project for you, and why? Will this impact on your approach to your next job? How positive an impact is that?
- 5** Was there any point during this project when you felt you needed to develop new skills in a particular area (perhaps by undertaking a short course, or some individual mentoring)?
- 6** Would you like the facilitator to ask the team you worked with for some specific feedback or feedforward related to your contribution to the project? If you have not already done so, make sure you communicate this as soon as possible. (We can't guarantee we can get this for you, but we will try.)
- 7** In terms of your own career development, what would the ideal next contract look like and why?
- 8** Is there anything within your control preventing you from moving positively in that direction?
- 9** Is there anyone who you think might be able to help you to get there? If so, who and in what way might they be able to help?
- 10** Is there anyone you have worked with as part of this project who you would particularly like to thank, commend or recommend to others?

PREPARATION

Please make some time to consider these 10 questions in relation to your recent experience.

The purpose of this exercise is to prepare for the Supportive Offboarding conversation you have booked, by reflecting on your experience of working on this project. You may or may not choose to share all of this as part of the conversation. What matters is that you have made some time to reflect on it yourself.