

Career Foundations Overview Guide

Own Your Growth. **Intentionally.**

Welcome to Career Foundations

Our signature Career Foundations Programme is an 8-week development experience designed to help professionals take more **intentional ownership of their careers**.

Built for specialists, managers and senior managers navigating growth, progression and change in today's workplace.

Designed around the Career Ownership Model

Five interconnected stages designed to strengthen self-awareness, career positioning and intentional professional growth.

Ground • Position • Build • Deliver • Reflect

Flexible by Design

Built to fit alongside full-time work:

- Approximately 30-60 minutes per week
- Complete the programme at your own pace.

What's Included

- ✓ 8 guided weekly stages
- ✓ Workplace-ready outputs
- ✓ Practical Learning Guides
- ✓ Optional AI Reflection Prompts
- ✓ Notion Reflection Journal

Expected Outcomes

- ✓ Stronger self-awareness
- ✓ Clearer career positioning
- ✓ Focused development priorities
- ✓ Confident career conversations
- ✓ More intentional career decisions

Why we built Career Foundations

Career growth today requires more than performance alone.

Today's careers require more intentional ownership.

- Career paths are increasingly non-linear, complex and self-managed.
- Visibility, positioning and communication now matter alongside performance.
- Many professionals are expected to lead their own growth without clear systems or guidance.
- Reflection alone rarely creates progress without structured action.
- Career Foundations was designed to help individuals navigate growth more intentionally.

BEFORE

Performing, but no longer progressing.

- ✗ AI, restructures and constant change reshaping progression
- ✗ Expectations & pressure increasing while career paths become less clear.
- ✗ Feeling less engaged and optimistic about your future direction.
- ✗ Increasing pressure to own progression without a clear system.

AFTER

Owning your growth, intentionally.

- ✓ Grounded in your values whilst leveraging your unique strengths
- ✓ Clarity on your next career avenues and development priorities
- ✓ Stronger stakeholder relationships and confidence communicating your value
- ✓ Equipped with the tools to effectively navigate career conversations

Why we built Career Foundations

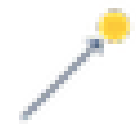
An iterative framework designed to create a more structured approach to professional growth and career ownership.



REFLECT

How You Recalibrate & Evolve

Reflect, articulate and communicate your impact.



DELIVER

How You Perform And Lead

Execute, create impact and build credibility.



BUILD

What You Must Strengthen

Develop priority capabilities and strategic experiences.



GROUND

Who You Are

Build clarity, self-awareness and confidence.



POSITION

How You Are Seen

Define your direction and strengthen your positioning.



NAVIGATE

How You Manage Transitions

Navigate transitions, decisions and inflection points

CAREER FOUNDATIONS

Your 8-Week Journey



Structured, not overwhelming

Actionable exercises and tools to apply each week, supported by practical guides.



Built for real-world moments

Outputs you can leverage directly and apply in real workplace moments



Designed to fit your life

- ✓ Approximately 30-60 minutes per week
- ✓ Self-paced and flexible
- ✓ Built to fit alongside full-time work



Human-first, AI optional

Human reflection, judgement and action supported by optional AI reflection prompts

YOUR 8 WEEK JOURNEY

Pre-Step: Career Ownership Score



Complete the diagnostic to establish your starting point and generate your personalised scorecard.



GROUND

POSITION

BUILD

DELIVER

REFLECT

YOUR 8 WEEK JOURNEY

Week 1 - Clarify Your Values



Personal Values Blueprint

Build stronger self-awareness through understanding the values and motivations shaping meaningful career growth.



GROUND

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YOUR 8 WEEK JOURNEY

Week 2 - Gather Critical Input



Collect Critical Feedback

Collect and consolidate stakeholder feedback to identify strengths, growth areas and patterns.



GROUND

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YOUR 8 WEEK JOURNEY

Week 3 - Define Your USP



Strength Development Matrix

Turn insight into clearer self-awareness, patterns and intentional career direction.



Workplace-Ready Tool

GROUND

POSITION

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DELIVER

REFLECT

YOUR 8 WEEK JOURNEY

Week 4 - Define Your Career Direction



Strategic Career Positioning Map

Define your next career pathways with a workplace-ready positioning map built for manager conversations.



Workplace-Ready Tool



GROUND

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YOUR 8 WEEK JOURNEY

Week 5 – Build Strategic Support



Personal Board of Directors

Build stronger advocacy, stakeholder engagement and intentional relationship management.



Workplace-Ready Tool

GROUND

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YOUR 8 WEEK JOURNEY

Week 6 – Your Development Strategy



Personal Development Plan

Identify targeted development priorities and create a focused, actionable growth plan.



Workplace-Ready Tool

GROUND

POSITION

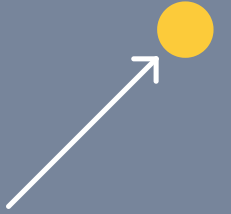
BUILD

DELIVER

REFLECT

YOUR 8 WEEK JOURNEY

Week 7 - Application



Facilitate Career Conversations

Apply insights through real workplace conversations, stakeholder engagement and intentional visibility.



GROUND

POSITION

BUILD

DELIVER

REFLECT

YOUR 8 WEEK JOURNEY

Week 8 - Prepare Your Narrative



Performance Review Executive Summary

Turn your achievements, growth and impact into a clear narrative for your next performance conversation.



Workplace-Ready Tool



CAREER FOUNDATIONS

What You'll Get

An 8-week guided development experience combining structured reflection, practical tools and real-world career application.



Career Ownership Score

Generate your Personalised Career Ownership Scorecard:

- Identify your strongest and weakest ownership areas
- Establish your starting point for growth



Weekly Guided Content

- **Weekly emails** guide you through each stage of the programme
- A structured **8-week rhythm**, with **full programme access from the start**



Workplace-Ready Outputs

- **Guided PDF instruction packs**
- **Editable workplace-ready tools (PPT)** for real conversations and development planning



AI Reflection Support

- **Optional AI-guided reflection prompts**
- Strengthen thinking, clarity and outputs
- Includes conversational guidance and support prompts



Reflection & Progression Tracking

- **Optional lightweight Notion reflection workspace**
- Designed to support reflection and accountability



Optional Coaching Add-On

- Limited personalised coaching support available separately
- Designed for deeper guidance and accountability
- Contact us directly for more information

Start taking more intentional ownership of your career



BEGIN YOUR CAREER OWNERSHIP JOURNEY NOW

Immediate access applies. Your 14-day cancellation right ends once access begins.

Have a question? Get in touch at
hello@thepersonaldevelopmentmission.com

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