

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.



A CONNECTED SYSTEM

Built around the five-part Career Ownership Model, bringing self-awareness, positioning, development, delivery and reflection together.



PRACTICAL BY DESIGN

Structured tools and workplace-ready outputs turn insight into practical action you can apply in real career conversations and decisions.



HUMAN-FIRST. AI-OPTIONAL.

Your thinking stays central, with optional AI prompts designed to challenge, deepen and extend reflection - not replace it.



BUILT FOR OWNERSHIP

Build greater clarity, confidence and agency so you can make more intentional choices about your development and career.

Career growth today requires **more than performance alone.**

01

CAREERS ARE LESS PREDICTABLE

Roles, organisations and skills are changing faster.

02

DEVELOPMENT IS INCREASINGLY SELF-DIRECTED

You cannot rely solely on an employer or manager to shape your growth.

03

OWNERSHIP MATTERS

Career ownership comes from understanding yourself, your positioning, your development priorities, how you deliver, and how you reflect on and articulate your professional narrative.



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 career conversations.
- ✓ Practical tools to develop, position and communicate your value.

IN PRACTICE

Greater clarity, confidence and agency.



CLARITY

Know what matters, where you are heading and what to prioritise.



CONFIDENCE

Articulate your strengths, contribution and professional narrative.



AGENCY

A more active role in your development, decisions and career direction.

An Interconnected System for Career Ownership

Career Foundations brings together five interconnected areas that shape how you understand, develop and navigate your career.



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



PRE & POST STEP
Career Ownership Score

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



GROUND



POSITION



BUILD



DELIVER



REFLECT



WEEK 1
Clarify your values

Personal Values Blueprint

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



WEEK 2
Gather Critical Input

Collect Critical Feedback

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



WEEK 3
Define Your USP

Strength Development Matrix

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



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.



WEEK 5
Build Strategic Support

Personal Board of Directors

Build stronger advocacy, stakeholder engagement and intentional relationship management.



WEEK 6
Your Development Strategy

Personal Development Plan

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



WEEK 7
Application

Facilitate Career Conversations

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



WEEK 8
Prepare Your Narrative

Performance Review Executive Summary

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

CAREER FOUNDATIONS

A Consistent Rhythm, Every Week

Each week follows the same simple rhythm, combining focused learning with practical application. Activities may be self-directed or applied directly in your workplace.



**TIME COMMITMENT:
30-60 MINS**

- ✓ Fits alongside full-time work
- ✓ Progress at your own pace



LEARN

Understand the key ideas and principles behind this week's activity.



APPLY

Complete the practical exercise - whether that is a supporting Tool or Exercise for the week.



STRENGTHEN

Use the case studies, prompts and optional AI master prompts (if relevant) to strengthen your output.



REFLECT

Consider your key learnings for the week and capture these in your Notion Reflection Journal.

What's Included

Access each week's content, tools and guidance through the Career Foundations Programme Hub.



8 GUIDED WEEKLY STAGES

A structured journey across the Career Ownership Model, supported by weekly emails to help guide your progress.



LEARNING GUIDES

Clear guidance, examples and prompts to help you understand each week's focus and deepen your thinking.



PRACTICAL CAREER TOOLS

Structured exercises designed to turn your thinking into practical, usable career outputs.



WORKPLACE APPLICATION

Apply your learning to real career conversations, development decisions and workplace situations.



OPTIONAL AI REFLECTION PROMPTS

Use your preferred AI to challenge, deepen or extend your thinking where it adds value.



NOTION REFLECTION JOURNAL

Capture your learning, decisions and progress as you move through the programme.





CAREER FOUNDATIONS

Designed for Real Working Lives



30-60 MINUTES A WEEK

Designed to fit alongside full-time work and existing commitments.



FLEXIBLE BY DESIGN

Get immediate access to the Programme Hub and follow the eight-week structure at your own pace.



REAL-WORLD INPUT

Some activities involve others, helping you gather perspectives, test your thinking and apply learning in practice.



APPLIED AT WORK

Translate your thinking into real career conversations, decisions and development.



Start taking more intentional ownership of your career.



START CAREER FOUNDATIONS

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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