## **Mastering Happy at Work with Angie Swartz**

Developing confidence in your work can feel like a continual challenge but it can be your opportunity to steer the direction when you have the right tools. Angie presents seven strategies you can use to develop a strong foundation and build on throughout your career.

## **LEARNING OBJECTIVE:**

To create business practices and a scorecard of metrics to help you take charge of your career success and serve as a foundation for confidence.

## **PRESENTATION OUTLINE:**

- 1. Take Charge: Know that YOU and only YOU are responsible for your career success.
- 2. Communicate: Take every opportunity to improve communication skills.
- 3. Know yourself: Take advantage of all the information available about you.
- 4. Get Support: Develop a Personal Board of Directors
- 5. Be Your Own Advocate: Create a Career Roadmap
- 6. Stretch and Risk: Seek Out Stretch Opportunities
- 7. Serve: Do Something Outside of Work that Makes You Happy and Proud

## MORE INFORMATION

- CPE Hours: 1.5
- Level: Intermediate
- Designed For: Professionals interested in building confidence and taking ownership of their career development.
- Prerequisites: None
- Advanced Preparation: None
- Subject Area: Professional Development