
Experiments & Baby Steps

Designing Your Way Forward in a Changing World



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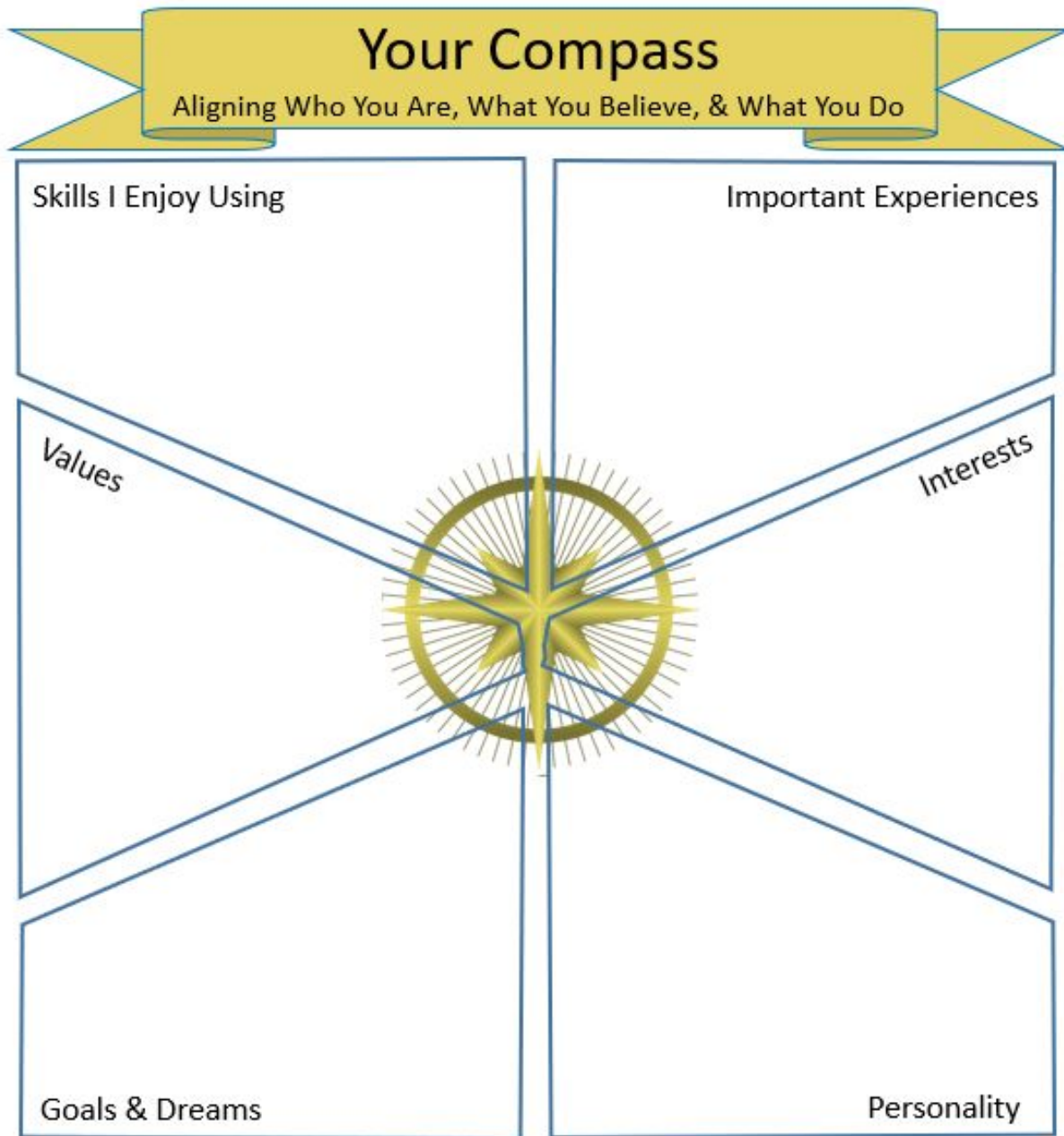
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Your compass represents several variables that are the most important to your particular experience of satisfaction. When there is reasonable alignment between what you do and these variables/qualities that are important to you, you probably have more joy and meaning in your work life. Sometimes we learn through experience that something is more or less important to us than we thought.

What's in your compass?



Multiple Ideas and One to Practice With


Design Thinking incorporates the idea that a life well-lived isn't necessarily geared toward "the one and only perfect path" (there isn't any such thing), but a rich set of possibilities instead.

Starting with multiple ideas is powerful. Design thinkers find that they generate richer, more creative, and more innovative ideas that raise important questions. These ideas become a basis for "prototyping" – learning more through conversations and "embodied experiences."

In this activity, you will generate 3 "possible futures" or journeys. Be sure to include any that have been on your mind for a while. To think broadly about the possibilities, consider the following conditions or states:

- Your current career path expanded forward
- 2.An alternate career route you've considered for some time
- A dream of yours (a "grand expedition")
- A "wildcard" path you could follow if your current path wasn't available.

Step 1. Take 2 minutes to write down 3 different ideas about futures you could pursue. They can be from any of the categories above.

3 Ideas - "Possible Futures"		Which idea will you work with today? 
1		
2		
3		

Step 2. Place a mark to the right of the idea that you will work with for the rest of this workshop.

We encourage you to explore all of these ideas by noticing the questions they raise for you, and by taking steps that will help you answer them. For today, please select one idea to work with.

The Possible Future You Are Working With Today - Please describe it!

Where are you?

Who are you with?

What types of activities are you engaged in and why?

What skills are you using?

How does it feel to be in this possible future, doing what you are doing?


What other details seem important to you?


Give this possible future a title:

My Possible Future (from Page 4)


Given what you know right now, how would you gauge this possible future on each of the following 4 dimensions?

DASHBOARD INDICATORS

RESOURCES 0 100
 To what degree do you have access to the necessary resources? 

I LIKE IT Cold Hot
 How much does this possible future appeal to you? 

CONFIDENCE Empty Full
 How confident are you that you would succeed? 

COHERENCE 0 100
 How aligned is this possible future with the values, skills, and other “compass points?” 

These gauges don't tell the whole story. In fact, when gauging your idea on these 4 dimensions, you probably will notice that there's a lot you don't know. The questions that arise are like a gold mine. Notice what you're curious about. Write down your questions on the next page.

Adapted from: Burnett & Evans. *The Designing Your Life Workbook*.

**What do you want to know about this possible future?
Your curiosity gives you important clues to follow.**

Step A

Step B

What questions are raised by this idea for a possible future, and by the dashboard indicators?	List ways you could address these questions. Who could you talk with? What small, actional experiments could you run to explore this idea?
<p>Would my skills translate to working as an ombudsperson?</p>	<ul style="list-style-type: none"> • Ask a UC Berkeley ombudsman for coffee. See if they've ever thought of offering a fellowship. • Look in LinkedIN Learning for courses on mediation and ombuds topics. • Join the mailing list of the IOA (professional org.). • Contact the local chapter for volunteer opportunities. • Ask Jose to introduce me to his sister, an ombudsperson.

Step A

Step B

What questions are raised by this idea for a possible future, and by the dashboard indicators?	List ways you could address these questions. Who could you talk with? What small, actional experiments could you run to explore this idea?

Your Roadside Service and Safety Resources

Following your curiosity with prototyping isn't always easy. There can be disappointments along the way, and there may be potholes ahead, big or small.

Is there a toolkit in the trunk of your car in case something happens? For many people, the answer is yes. It's important to know what *inspiration, tools, habits, actions, incentives, supporters, and resources* you'll reach for when you encounter obstacles in your career journey. Below, write down things you can do and support you can access when you feel stuck. Include your own ideas, AND ideas from other participants that catch your attention.

Your Next Steps

Record between 2 & 5 simple actions you will take in the next two weeks. These can be as small as reading an article or calling someone you know; or they can be a bit larger, like asking for an informational interview or looking into fellowships. It doesn't matter how big or small each step is. The key is to embrace a "bias to action."

Remember, **"Set the bar low, and clear it."**

What simple action will you take?	By when?	Who can help you stay accountable?*
1.		
2.		
3.		
4.		
5.		

**Studies show that having an accountability partner is a major factor in accomplishing personal goals!*

Prototyping Resources On Campus

1. **Clarify your own personal compass** by exploring the skills, values, interests and other “compass points” that are most important to you right now. These can evolve with time and changing circumstances, so it is good to update your understanding of what’s important to you now. Relevant workshops are offered at no cost by the *People and Organization Team*. You can also explore online self-assessment tools like the O*NET/My Next Move Interest Profiler, and the resources available through Skillscan, the NOVA JobCenter, and other organizations.
 - a. <https://hr.berkeley.edu/development/career-development/workshops>
 - b. <https://www.mynextmove.org/explore/ip>
 - c. <https://www.skillscan.com/learning-center/resources>
 - d. <https://myplan.novaworks.org/focus/values>
2. A **Career Coaching appointment** is available to any UCB staff member free of charge through the appointment calendar at <https://tinyurl.com/ydxjctyl>. (Sessions are currently held remotely.)
3. Access job openings by logging into the campus **BLU portal** (<http://blu.berkeley.edu>) to identify current job opportunities on campus. Click on the “Find Jobs” link.
4. Ask for an **informational interview** with someone who’s doing work that interests you. Informational interviews are a powerful prototyping method.
5. **Be Well at Work** – [Faculty/Staff Health Programs](#) at UC Berkeley provides resources and services for: Employee Assistance; Wellness; and Elder Care; as well as Ergonomics, Occupational Health, and Disability Management (<https://uhs.berkeley.edu/bewellatwork>)
6. Explore the many **staff organizations and communities of practice** on the UC Berkeley campus to connect with like-minded people. <https://stafforg.berkeley.edu/organizations>
7. **Grow Your Career webpages** at <https://hr.berkeley.edu/grow/grow-your-career> contain resources and tools for each aspect of career development – *Self, Environment, Goals, Skills, Story, and Your Career Journey*.
8. For those in the **Division of Student Affairs – Learning & Development** <https://sa.berkeley.edu/ld/about%20us>
9. For those interested in **HR - UC Systemwide Human Resources Fellows Program**: <https://ucnet.universityofcalifornia.edu/working-at-uc/your-career/talent-management/hr-fello-ws-program/index.html>

10. Knowing the **competencies** that are expected for career advancement can help you set goals for your career development. To know the expected specific competencies for your job, talk with your supervisor, look at your performance evaluation, and read the job description for jobs you are interested in.
11. **Leadership and Career Enhancement Program for Staff of Color** (LCEP) <https://hr.berkeley.edu/leadership-and-career-enhancement-program-staff-color-lcep>
12. **Management Skills Assessment Program (MSAP)** <https://hr.berkeley.edu/grow/grow-your-career/self/management-skills-assessment-program>
13. Participate in the **Berkeley Staff Assembly's Mentorship Program**. <http://bsa.berkeley.edu/mentorship>
14. Seek out a **work exchange, internship, or fellowship** such as the [Fellowship program](#) in Student Affairs. <https://sa.berkeley.edu/ld/sa-fellows> Or scope out a work exchange on your own by suggesting a project that you would like to work on.
15. **Service projects** in your community. Resources for finding them include: VolunteerMatch, Idealist, BoardSource, Bridgespan, Network for Good, Experience Corps, Taproot Foundation, Global Impact, UN Volunteers, International Volunteers HQ.
16. **Staff career development workshops** are offered each semester to help staff members develop clarity and action plans to connect their interests and abilities with career opportunities at UC Berkeley. <https://hr.berkeley.edu/development/career-development/workshops> Registration is through the **UCB Learning Center**. Use your CalNet I.D. to log into the BLU portal (<http://blu.berkeley.edu>)
17. **Staff Ombuds Office** offers [training on several topics](#) related to collaboration, civility, and addressing conflict. (<https://staffombuds.berkeley.edu/services/training>)
18. Take a **UC Berkeley Extension** course with sponsored tuition. <https://hr.berkeley.edu/sponsored-tuition> for information and eligibility requirements.
19. The **California Careerzone** at www.cacareerzone.org contains free career self-assessments and information about occupations and their typical salaries.
20. **The Next Opportunity at Work (NOW) Conference** has been held every year for 6 years. Its purpose is to support career development for the staff of UC Berkeley through keynote speakers, concurrent workshops, and career planning resources. [Materials and recorded sessions](#) from all past NOW conferences are available online 24/7 at <https://hr.berkeley.edu/now-conference/archives>
21. **UC Berkeley Retirement Center** Workshops and Seminars https://retirement.berkeley.edu/workshops_details

22. Upgrade your managerial skills through the **Berkeley People Management courses** <https://hr.berkeley.edu/berkeley-people-management-0>
23. Use **LinkedIn** to expand and keep in touch with your professional network, and to identify people you'd like to talk with. www.linkedin.com
24. Use **LinkedIn Learning** to take courses at your desktop or laptop when it's convenient for you (24/7). Free to you as a UC Berkeley employee. Go to <https://hr.berkeley.edu/grow/grow-your-resources/external-resources> for details.
25. Visit **My UC Career** at <https://uc.yournextstep.com> an on-line toolkit for UC staff that includes instant access to self-assessments, resume and cover-letter advice, interview practice and more.
26. Visit **O*NET**, a free career information system published by the U.S. Dept. of Labor. O*NET provides comprehensive information on key attributes and characteristics of almost a thousand occupations. <http://online.onetcenter.org>
27. Visit the **Berkeley Job Builder website** to learn about job fields and families on campus. You will be able to view information about skills, abilities, and knowledge needed to be successful in job families and job titles on campus.
28. Visit the **Technology and Systems Training** catalog for workshops spanning MS Office, Google Suite and web technologies. <https://hr.berkeley.edu/development/learning/techsystems>
29. Visit the **Training Events Calendar** to see upcoming instructor-led training on campus. (<https://events.berkeley.edu/index.php/calendar/sn/hr.html>)
30. Visit the **Wisdom Café** often for mutual learning among UC Berkeley colleagues. Sign up for *Wisdom Café Wednesdays*, subscribe to the Wisdom Café newsletter, and more. (<https://hr.berkeley.edu/grow/grow-your-community-wisdom-cafe>)
31. University of California salaries are public record, and are available through a number of outlets, including the **Sacramento Bee**. <https://www.sacbee.com>
32. Sign up for UC Berkeley news alerts that affect all of us, including **campus & community**, and **work life** topics. <https://news.berkeley.edu>
33. Explore **UC Berkeley's GGSC** (Greater Good Science Center) for news, information, tips and groundbreaking research on compassion, happiness, altruism, and living a meaningful life. <https://greatergood.berkeley.edu/>

References and Design Thinking Resources

Burnett B., & Evans, D. (2016). *Designing your life: How to build a well-lived, joyful life*. New York: Alfred A. Knopf.

Burnett, B., & Evans, D. (2018). *The designing your life workbook: A framework for building a life you can thrive in*. New York: Clarkson Potter Publishers.

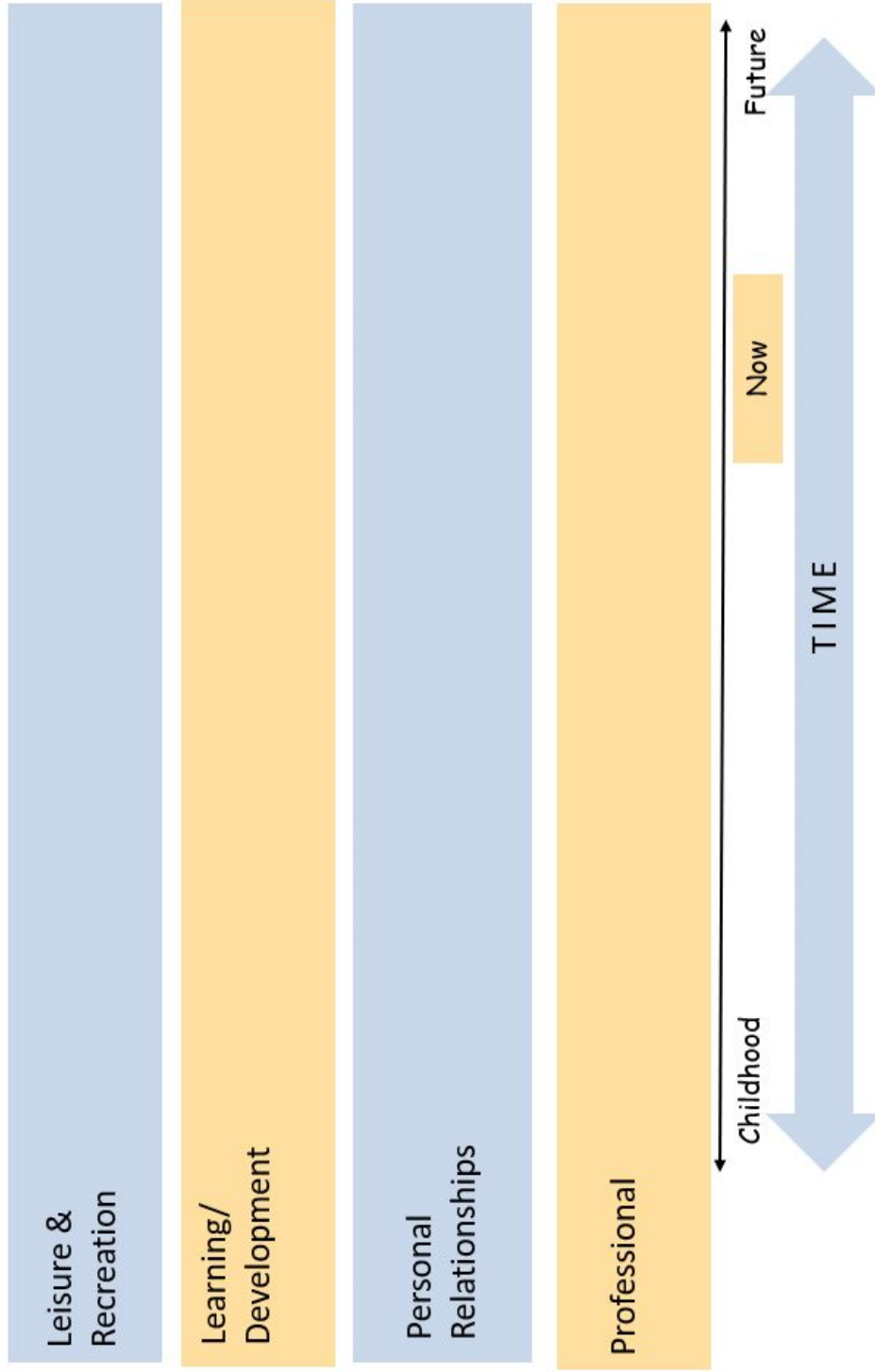
Burnett, B., & Evans, D (2020). *Designing your work life: How to thrive and change and find happiness at work*. New York: Alfred A. Knopf.

Stanford Life Design Lab: <http://lifedesignlab.stanford.edu/>

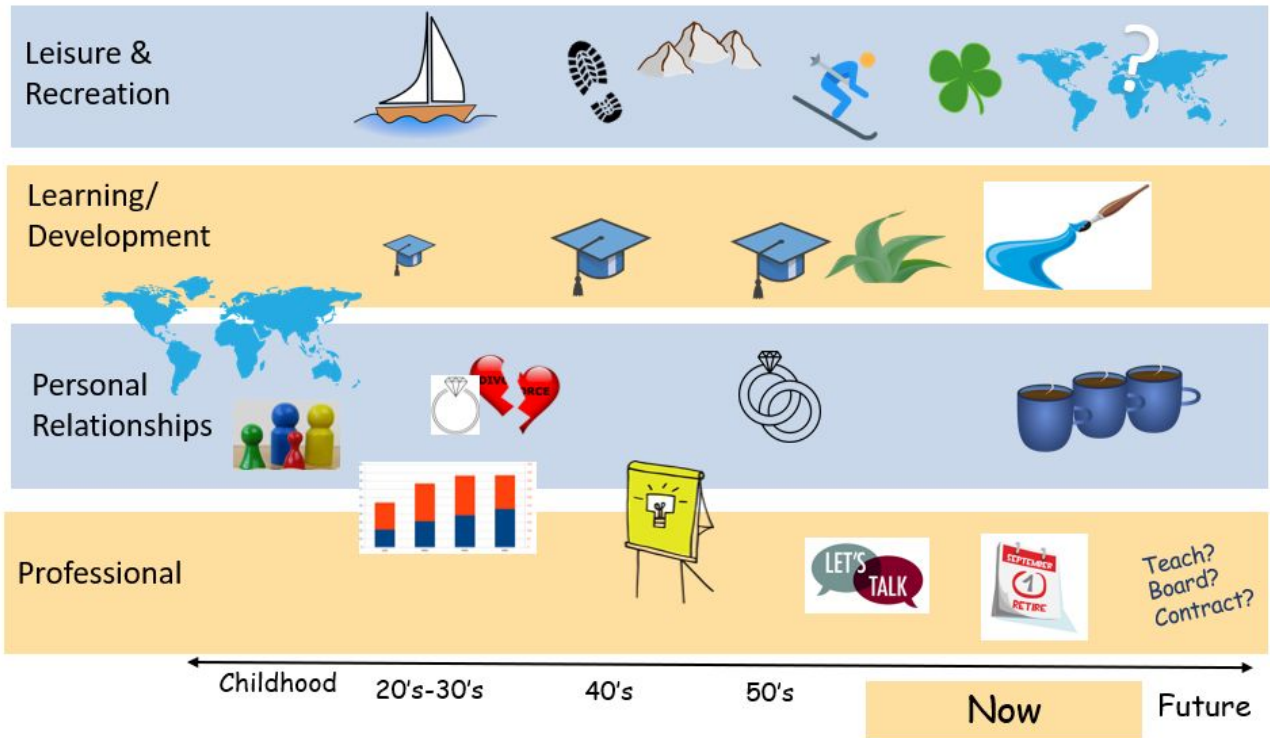
ADDITIONAL WORKSHEETS AND RESOURCES

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Reflect on Your Possible Futures The best way to interact with your alternatives is to share them aloud with a group of friendly people. Use these pages to keep track of notes and questions that come up when you present your ideas for possible futures. This worksheet is adapted from Burnett and Evans’ <i>Designing Your Life Workbook</i> .	21

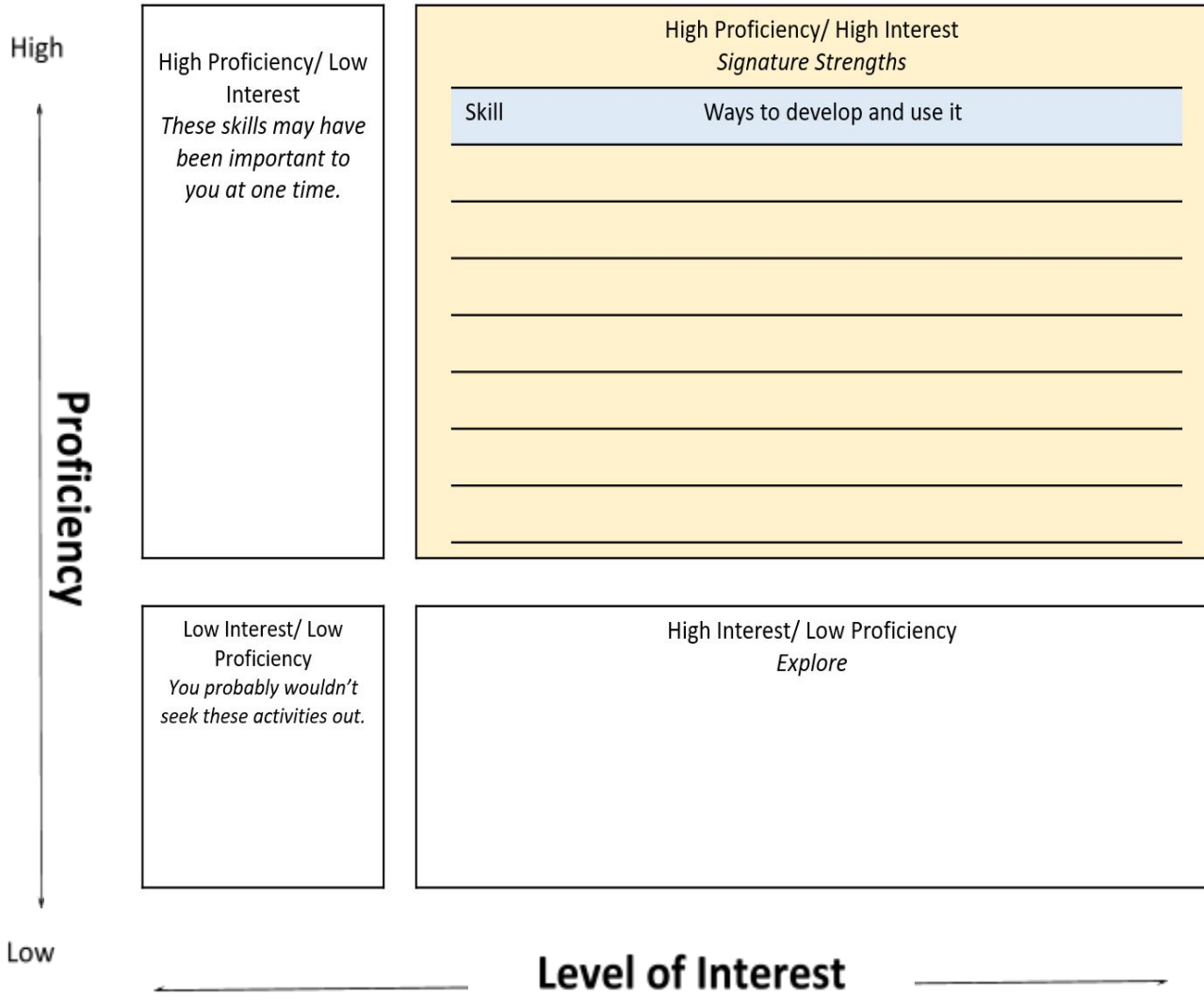
Your Path So Far



Example - Path So Far



High-Importance Skills “Signature Strengths”



Skills you are proficient in AND enjoy using are sometimes called “signature strengths.” They are often important points in a person’s compass, and they may point the way to interesting and valuable prototyping experiments.

Skills in the bottom right quadrant may point the way to activities you are curious - rich territory for prototyping.

“Wildest Dreams” Speed Writing Prompts

Sometimes we have difficulty thinking of more than one or two possible futures to explore. This free association, heart/brainstorming exercise is designed to help you get those juices flowing. Use your journal or a separate piece of paper to write about anything that comes to your mind—even the goofy stuff! You do not need to *commit* to any of these ideas so let your imagination roam freely!

- What's your heart's desire?
- What do you want to do (or say or be or learn) but are a little afraid of saying out loud?
- What would you love to do or create at UC Berkeley?
- What makes you feel really alive?
- What have you always wanted but have never told anyone about?
- If you could do or be anything, what would it be?
- What is your hope for your Berkeley legacy? How would you like to be remembered?
- If you could quit your job right now and money were not an issue, what would you do with your time?
- What's your secret dream?
- What do you LOVE to do or think about?
- What's your hidden talent, the thing you're good at but are shy about saying out loud?
- What are you passionate about?
- If you weren't afraid of anything, what would you do, be or want?

Possible Futures Planning Worksheet

A deeper dive into what possible futures could look like. Develop a worksheet for each possible future you identify. Remember not to immediately get stuck with your first idea). Adapted from Burnett and Evans' *Odyssey Plan* template.

Possible futures may be suggested by: your current path expanded forward and enriched; an alternative route you've been considering; a dream expedition; or a "wild card" - what you could do if your current path ceased to exist.

Possible Future # _____

Title: _____

NOW	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5

DASHBOARD INDICATORS

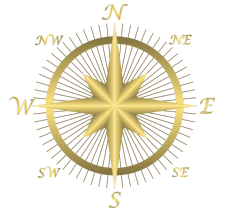
RESOURCES	0	100
To what degree do you have access to the necessary resources?	<div style="width: 100%; height: 15px; background-color: #FFD700; border: 1px solid black;"></div>	
I LIKE IT	Cold	Hot
How much does this possible future appeal to you?	<div style="width: 100%; height: 15px; background-color: #FFD700; border: 1px solid black;"></div>	
CONFIDENCE	Empty	Full
How confident are you that you would succeed?	<div style="width: 100%; height: 15px; background-color: #FFD700; border: 1px solid black;"></div>	
COHERENCE	0	100
How aligned is this possible future with the values, skills, and other "compass points?"	<div style="width: 100%; height: 15px; background-color: #FFD700; border: 1px solid black;"></div>	

Possible Future # _____

Questions this Plan Raises:

Reflect On Your Multiple Possible Futures

The best way to interact with your alternatives is to share them aloud with a group of friendly people. You want to choose people who will ask good questions but not offer critique or unwanted advice. Use these pages to keep track of notes and questions that come up when you present your ideas for possible futures.



1. Which plan excites you the most?

2. Which plan feels draining?

3. Which plan plays it safe? Which is risky?

4. What do you notice as you reflect on and compare your dashboards? Are any preference criteria becoming clear to you?

5. What questions do you have about taking any of these paths?

6. How might you test out one of these experiences to understand it better?

Source: Burnett & Evans. *The Designing Your Life Workbook*.