

Mapping Your Path

A GUIDE TO CAREER GROWTH AT CU ANSCHUTZ

Adrienne Howarth-Moore, RN, MBA
Associate Vice Chancellor and Chief HR Officer

Agenda



Identifying your strengths and interests



Navigating internal resources for career development



Taking proactive steps toward new roles and responsibilities



The career lattice and growth at CU Anschutz



Understanding promotional opportunities

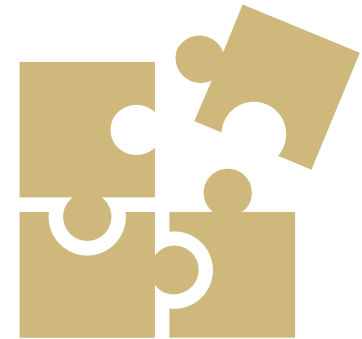


Questions and where to learn more

Identifying Your Strengths and Interests

The Foundation of Career Growth: Know Yourself

- The importance of self-assessment in career development
- Key steps to identify strengths and interests
 - Take time for reflection: What do you enjoy doing most? What skills come naturally to you?
 - Tools and assessments:
 - Personality tools: MBTI, DISC
 - Talent assessment tools: StrengthFinders, O*NET OnLine
 - Get feedback: seek feedback from peers, managers, and mentors



Aligning Your Strengths with Career Goals

- Look for roles and responsibilities that align with your strengths and interests
 - Browse O*NET by abilities, interests, skills, knowledge, work styles, etc.
- Balance passion and practicality:
 - What is it you love doing and what are the strategic needs of CU Anschutz?
 - Does the career require more education?---Advanced degrees are not always needed!

Browse by Abilities

Selective Attention

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The ability to concentrate on a task over a period of time without being distracted.

Level examples:

- 85 Study a technical manual while listening to loud construction sounds
- 57 Watch security monitors for intruders throughout the night shift
- 28 Answer a business call with coworkers talking nearby

879 occupations shown

Show Job Zones: [All](#) [1](#) [2](#) [3](#) [4](#) [5](#)

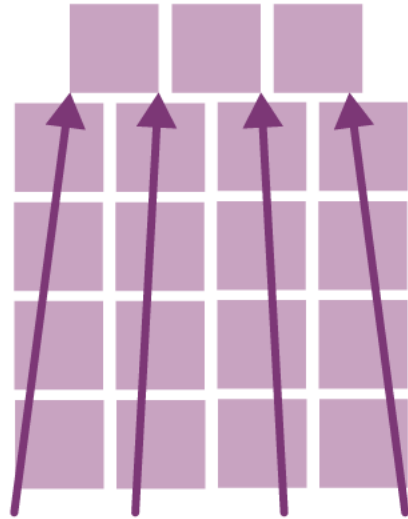
Importance	Level	Job Zone	Code	Occupation
88	70	3	53-2021.00	Air Traffic Controllers
75	59	4	53-2011.00	Airline Pilots, Copilots, and Flight Engineers
75	57	3	53-2012.00	Commercial Pilots 🌟 Bright Outlook
75	57	2	33-9031.00	Gambling Surveillance Officers and Gambling Investigators
75	57	2	53-4011.00	Locomotive Engineers
72	57	2	43-5031.00	Public Safety Telecommunicators
72	55	5	29-1211.00	Anesthesiologists
72	55	5	29-1021.00	Dentists, General
69	55	3	19-4051.02	Nuclear Monitoring Technicians
69	54	2	51-8091.00	Chemical Plant and System Operators
69	54	4	29-1141.03	Critical Care Nurses 🌟

The Career Lattice – More Than Just a Ladder

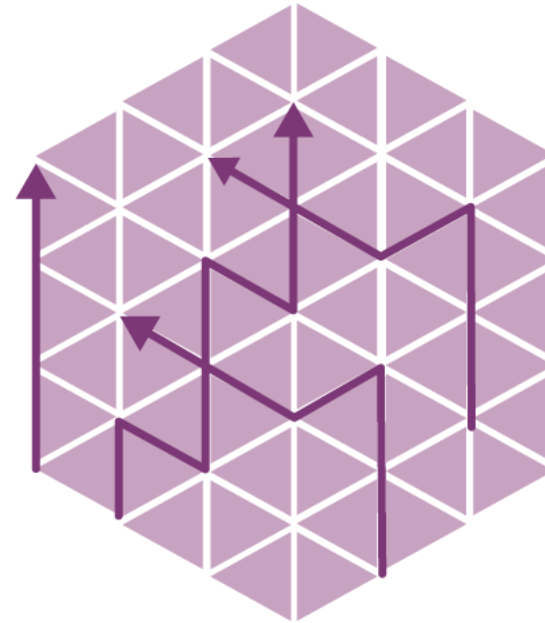
The traditional **Career Ladder** vs. the **Career Lattice**

- Career Ladder: A vertical progression model, focused on promotions
- Career Lattice: A more flexible model that encourages horizontal movement, development, and diverse learning experiences
 - Lateral moves: Taking on new challenges, broadening your experience
 - Expanding knowledge: Moving across departments, roles, or areas of expertise
- Benefits of a Lattice: It fosters continuous learning, adaptability, and prepares employees for individual contributor and leadership roles at all levels.

Career Ladder vs Career Lattice



Example of linear career paths



Example of varied paths for growth and development

Accepting Lateral Challenges & Learning Opportunities

- Why Lateral Moves Matter
 - Skill diversification: Gain experience in new areas that expand your knowledge and ability.
 - Cross-departmental exposure: Learn how different functions and departments operate at CU Anschutz
 - Resilience and growth: Lateral challenges may push you out of your comfort zone, building essential qualities that set you apart and help “future proof” your career
- Examples:
 - Joining cross functional teams or task forces
 - Participating on special projects outside of your scope
 - Accepting additional duties to gain new skills and experiences

The top of the ladder may not be the best rung of the ladder!

Taking Proactive Steps for Career Goals

Position Yourself for Current and Future Roles



Create

Create a Career Development Plan

- Identify key career milestones, e.g., vision boards, short & long-term goals
- Assess needed skills to reach the milestones you select and leverage available resources to acquire those skills and experiences
- Update your resume even when you're not applying for a new job
- Identify an "organic" mentor(s): **Mentors can have job titles that are above, beside and below you!**

Build

Build a Reputation for Continuous Growth

- Take on leadership roles in department or campus projects or initiatives
- Expand your responsibilities, even in lateral moves
- Volunteer on committees, e.g., Staff Council, Affinity Groups, Professional Associations
- Actively seek professional development opportunities, e.g., schedule time on your calendar for self-directed learning (articles, courses, etc.)
- Be visible: Attend networking and campus events

In-line vs. Competitive Promotions



In-line Promotion (Developmental)

- Typically, within the same department or area, based on time in the position and acquisition of increasingly advanced skills in that area of expertise, i.e., developmental progression through a career series
- Focus is often on performance and tenure
- Examples:
 - Asst. Professor to Assoc. Professor
 - Accountant I to Accountant II to Accountant III
 - Administrative Assistant to Administrative Associate to *Executive Assistant**
 - Assistant Director to Associate Director to *Director** to *Senior Director** to *Executive Director**

Competitive Promotion

- Typically involves a competitive process to demonstrate qualifications and fit through an interview and selection process. Often outside of your department.
- Focus is on demonstrated skills, competencies, and future potential
- Examples:
 - Moving into a new department or role outside of your current position
 - The final stages of a career series may require a competitive promotion, e.g., Executive Assistant, Director, etc.
 - Moving from an individual contributor role to a manager-of-people role

**The size and budget of a department are factors in the volume of in-line and competitive promotions available.*

Navigating Internal Resources

CU Professional Development and Training Programs

- **LinkedIn Learning**
 - Access to thousands of online courses to build technical, soft and leadership skills
 - <https://www.cu.edu/employee-services/professional-growth-training/training-services/linkedin-learning>
- **Coursera**
 - Online learning platform offering courses from top universities including CU!
 - <https://www.cu.edu/employee-services/professional-growth-training/training-services/coursera>
- **Tuition Assistance Program**
 - <https://www.cu.edu/employee-services/benefits-wellness/current-employee/tuition-assistance>
- **HR Learning & Development Professional Development Pathways**
 - Manager Certification Program & CU Manager Essentials
 - HR Professional Development Program
 - Administrative and Executive Assistant Development Program
 - <https://www.cuanschutz.edu/offices/human-resources/learning-development/professional-development-pathways>
- **CU Excellence in Leadership Program (ELP)**
 - <https://www.cu.edu/employee-services/professional-growth-training/leadership/elp>



Recap and Key Takeaways

Mapping Your Path at CU Anschutz and the CU Ecosystem

- Reflect on strengths and interests to guide your career choices
- Utilize CU's internal resources and professional development programs
- Embrace the career lattice, which offers opportunities for growth through lateral and in-line moves
- Differentiate between in-line promotions and competitive opportunities and plan accordingly. You are the guide for your career adventure!

Questions

THANK YOU!

