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NAVIGATING NEW HORIZONS

**Your Guide to
Meaningful Career Transitions**

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Transition
& *Thrive*
with *María*



INTRODUCTION

Welcome to "Navigating New Horizons" – a companion for those standing at the crossroads of professional change. This journey is for the courageous: for women who, despite their achievements, sense a calling toward something different, something more aligned with their inner values and passions.

In these pages, we will explore the often complex landscape of career transitions. You'll find stories of women like yourself who dared to redefine their professional narratives. Their journeys, with all their challenges and triumphs, serve as beacons guiding you through your own path of transition.

This guide isn't just about change; it's about transformation. It's about finding that place where your skills, passions, and the world's needs intersect. It's about turning uncertainty into opportunity, obstacles into stepping stones, and dreams into realities.

I've created this [Bonus Worksheet as a companion to Navigating New Horizons](#), [you can download it here](#).

So, let's begin this journey together to discover, explore, and navigate the new horizons of your professional life. I'm with you all the way.

A signature in black cursive script that reads "Maria". To the left of the signature is a green leaf with two smaller leaves attached to its stem.

C H A P T E R

01



UNDERSTANDING THE LANDSCAPE OF CHANGE



The Nature of Transition

Insight: Change is external, but transition is internal. It's the process of adjusting to new conditions and redefining our identity in the context of those changes. Understanding this distinction is crucial as it helps us realize that navigating a career transition is more than just a job change; it's a journey of personal transformation.

Exercise: Think back to a significant change in your life. It could be a move to a new city, starting a family, or a past career shift. Reflect on how you adapted to this change:

- What were your initial reactions?
- What strategies did you use to cope and adjust?
- How did this change contribute to your personal growth?

Embracing Uncertainty

Story: Jenna's Leap - Embracing the Unknown for a Fulfilling Career in Non-Profit.

Jenna, a seasoned marketing executive, found herself yearning for work that aligned with her passion for social impact. Taking the leap, she transitioned to the non-profit sector.



The change was fraught with uncertainties – a new industry, a different organizational culture, and a significant pay cut.

Yet, Jenna found fulfillment and a renewed sense of purpose.

Reflection: Think about your current career status. What uncertainties are holding you back from making a change? List them out and consider what steps you can take to address these uncertainties.

C H A P T E R

02



MAPPING YOUR PROFESSIONAL IDENTITY



Rediscovering Your Strengths & Passions

Insight: Your professional journey is unique, shaped by a distinctive blend of strengths and passions. Rediscovering these can illuminate the path to a career that satisfies, invigorates, and fulfills you. This section is about reconnecting with those aspects of yourself that may have been overshadowed by the demands of your current role.

Exercise: The Intersection of Strength and Passion

1. List Your Top Five Skills: Reflect on your career and identify the skills that have been crucial to your success. These could range from technical abilities to interpersonal strengths.
2. Identify Your Passions: Think about the activities, topics, or causes that excite and energize you. What do you love doing so much that time seems to fly by when you're engaged in it?
3. Finding the Intersection: Look for overlaps between your skills and passions. How could these be translated into a career path? For instance, a passion for storytelling combined with strong leadership skills could lead to a role in corporate communications or content strategy.



Crafting Your New Narrative

Story: Marsha's Pivot - From Finance to Creative Entrepreneurship

After a successful decade in finance, Marsha felt a growing sense of disconnection from her work. Her true passion lay in creativity and design, a stark contrast to her day-to-day financial analysis.

Despite the risks, Marsha took the leap, transitioning into a role that married her business acumen with her love for creativity.

Today, she runs a successful design consultancy, helping businesses tell their stories visually.

Reflection: Writing Your Career Narrative

1. Your Past Story: Reflect on your career path to date. What chapters have you written, and what themes have emerged?
2. Envisioning the Future: Imagine you are writing a book about your professional life. What do you want the next chapter to say? How does it incorporate your rediscovered strengths and passions?



3. First Steps to the New Chapter: Identify one step you can take today to start writing this new chapter. It could be as simple as enrolling in a design course, attending a workshop, or reaching out to someone in your desired industry for an informational interview.

C H A P T E R

03



OVERCOMING
ROADBLOCKS



Transitioning to a new career can be challenging. This chapter focuses on identifying common roadblocks and developing strategies to overcome them, fostering resilience and adaptability.

Identifying & Confronting Challenges

Insight: Every career transition is met with its set of roadblocks. These might include fear of the unknown, financial insecurities, lack of a support network, or even internal barriers like self-doubt. Recognizing your challenges is step one toward overcoming them.

Exercise: Roadblock Recognition and Resolution

1. List Your Perceived Barriers: Write down the challenges you anticipate in your career transition. These could be practical, emotional, or logistical.
2. Develop Strategies for Each Barrier: For each listed barrier, brainstorm potential solutions or strategies to overcome it. For example, if financial security is a concern, your strategy might include building a transition fund or exploring part-time opportunities in your new field.
3. Seek External Input: Sometimes, discussing your barriers with a trusted friend, mentor, or coach can provide new perspectives and solutions.



Building Resilience

Story: Rachel's Comback: Overcoming Redundancy to Forge a New Path

Rachel, a veteran in the tech industry, faced an unexpected career hurdle when she was laid off. Though initially devastated, she used this as an opportunity to reassess her career path. Rachel's resilience shone through as she networked, upskilled, and eventually transitioned into a role that was more aligned with her evolving professional interests and lifestyle preferences.

Reflection: Building Your Resilience Muscle

1. Recall a Past Challenge: Think of a time when you faced a significant hurdle in your life. How did you overcome it? What strengths did you discover about yourself?
2. Apply Past Lessons to the Present: How can the strengths and strategies you used in the past be applied to your current career transition?
3. Creating a Resilience Plan: Write down three actions you will take to build resilience during your career transition. This could include maintaining a positive mindset, cultivating a supportive network, or regularly engaging in activities that boost your confidence and energy.

C H A P T E R

04



CHARTING THE COURSE



Embarking on a career transition requires vision and a well-defined plan. This chapter is dedicated to setting clear goals and creating a structured plan, which are essential for a successful transition.

Setting Goals & Creating a Plan

Insight: Effective goal-setting is pivotal in navigating a career transition. SMARTER goals – Specific, Measurable, Achievable, Relevant, Time-bound, Evaluated, and Reset – provide clarity and a sense of direction. They break down the overwhelming task of a career change into manageable steps.

Exercise: Crafting SMARTER Goals for Your Transition

1. Specific: Define what you want to achieve in your new career. Be as detailed as possible.
2. Measurable: Determine how you will measure your progress and success.
3. Achievable: Ensure your goal is realistic and attainable with your current resources and skills.
4. Relevant: Your goal should align with your overall career aspirations and values.



5. Time-bound: Set a realistic deadline for achieving your goal. Example: "By [date], I will have completed a certification course in [skill/field] to enhance my qualifications for a [specific role/industry]."
6. Evaluated: As you work through goals, assess your progress. Are you on the right track? Do you need to adjust anything?
7. Reset: You'll likely experience stops and starts, detours, and expedited successes along your career journey. Adjust your goals accordingly to keep yourself moving forward.

The Power of Networking & Mentorship Story:

Hannah's Network - Finding New Opportunities Through Connections

Hannah's transition from an executive role in healthcare operations to an operational leader in hi-tech was significantly influenced by her coach/mentor and her network. Through industry events, LinkedIn connections, and joining professional groups, she not only gained valuable insights into her new industry but also made connections that got her out of healthcare. Her story highlights the transformative power of networking and mentorship in career transitions.



Reflection: Leveraging Your Network

1. Assess Your Current Network: List the key professionals in your current network who could provide support, advice, or opportunities in your new career path.
2. Identify Networking Opportunities: Research networking events, professional groups, or online forums related to your desired career. Plan to attend or join at least one.
3. Seek a Mentor: Consider reaching out to someone in your desired field who could provide guidance and mentorship.

C H A P T E R

05



EMBARKING ON
YOUR JOURNEY



As you approach the final chapter of "Navigating New Horizons," it's time to put your plans into action. This chapter is all about taking those crucial first steps toward your new career and maintaining momentum throughout your journey.

Taking the First Steps

Insight: The initial steps in your career transition can be the most challenging yet the most exhilarating. It's about moving from contemplation to action, from planning to doing. These steps, no matter how small, set the pace for your journey ahead.

Exercise: Initiating Your Action Plan

1. List Immediate Actions: Based on the goals and plans you've set, identify the first five actions you need to take. These might include updating your resume, attending a networking event, enrolling in a course, or simply arranging informational interviews in your field of interest.
2. Set a Timeline: Assign a deadline to each action. Having a timeline creates a sense of urgency and helps maintain focus.
3. Accountability: Share your action plan with a mentor, friend, or coach who can help keep you accountable.



Staying the Course

Story: Emma's Persistence - Navigating the Ups and Downs

Emma's transition was not without its challenges. She faced rejections, moments of self-doubt, and periods of stagnation. However, her unwavering commitment and ability to adapt her strategies kept her moving forward. Today, Emma is thriving in a career that reflects her passions and skills, a testament to the power of persistence and adaptability.

Reflection: Maintaining Your Momentum

1. Identify Potential Setbacks: Anticipate barriers that might derail your progress and think of strategies to address them.
2. Celebrate Small Wins: Recognize and celebrate each milestone, no matter how small. This helps maintain motivation.
3. Stay Flexible: Be prepared to adjust your goals and plans as you gather more information and experiences along your journey.



CONCLUSION

Congratulations on completing "Navigating New Horizons." You are now equipped with insights, strategies, and inspiration to embark on your career transition.

Remember, this journey is uniquely yours – filled with personal discoveries, challenges, and triumphs. Trust in the process, believe in your abilities and keep moving forward toward a career that fulfills and excites you.

Every Journey Needs a Compass

Are you ready to bring these insights to life? Completing the "Navigating New Horizons" mini-book is a great start, but if you want to explore further and dig deeper into your values, vision, obstacles, gaps, and support system, you'll want the "Career Transition Compass."

You can choose the do-it-yourself workbook or uplevel to the coach-guided approach for personalized direction. Whichever you decide on, you'll receive structured guidance, self-discovery exercises and reflective prompts, actionable steps, empowerment, and valuable resources to bring clarity and confidence to your career journey.



CAREER TRANSITION COMPASS

- Self-Guided Workbook: Perfect for those who prefer to independently navigate their transition, offering exercises and reflections based on this mini-book.
- Coach-Guided Modular Mini-Course: Enhance your journey with supportive video content for each chapter, providing personalized guidance and deeper exploration of your career transition.

Check out the link below for more details about the valuable “Career Transition Compass.” It’s like having me as your coach in your hip pocket.

[Learn More Here and Choose Your Path](#)

Embark on your transformative journey today – your new career horizon is waiting!



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