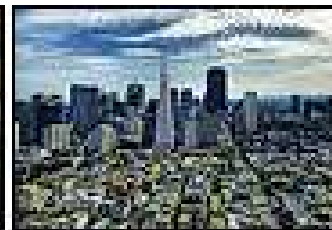
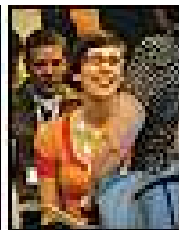


Advancing Your Career and Earning What You Deserve

August 13, 2009 Presentation by
James Weinberg, Founder & CEO

commongood
CAREERS



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Session Facilitator

Commongood Careers

<http://www.cgcareers.org>

Commongood Careers is a search firm working to enable innovative and growth-oriented nonprofits to build strong organizations through the recruitment, hiring, development and retention of outstanding talent. Over the past few years, Commongood Careers has completed 400 searches in 20 states for 100 of the nation's leading nonprofits; with a 90% successful hire rate and 50% of roles filled by candidates of color. We have also worked with thousands of jobseekers to help them pursue careers in the social sector. Ultimately, it is the vision of Commongood Careers that, one day, all social entrepreneurs will be able to efficiently access and develop the talent they need in order to achieve their full potential for social impact.

James Weinberg, Founder & CEO

Prior to founding Commongood Careers, James served as National Development Director at BELL (Building Educated Leaders for Life), where over three years he helped the organization to grow from a \$4 million to a \$15 million budget and expand service levels from 1,500 to 6,000 children nationally. Prior to this, James served as the Executive Director of the Homeless Children's Education Fund, where he worked to ensure that children who are homeless have equal access to the same educational opportunities and experiences as their peers. James has a master's in Management & Public Policy from Carnegie Mellon University, is an alumnus of the Coro Fellows Graduate Program in Public Affairs, and holds a bachelor's degree in Psychology from Tufts University. James serves as an advisor and board member for several organizations, including service as the Vice Chair of the Nonprofit Sector Workforce Coalition, a board member of Emerging Practitioners in Philanthropy, and a steering committee member of the Next Generation Leadership Forum of the Craigslist Foundation.

Agenda

- Clarifying short goals vs. long aspirations
- Developing a core competency inventory
- Identifying and removing common obstacles
- Pursuing professional development
- Moving up within an organization
- Informational interviewing to new positions
- Defining market worth and negotiating comp
- Questions and discussion

Clarifying Short Goals vs. Long Aspirations

- Overall: where, what x 2 (you/org), when, how, WHY
- Short-Term Job Goals: what do you need now?
 - *Challenges*: clear, achievable, compelling
 - *Support*: management, resources, staff
 - *Colleagues*: especially in nonprofits, this is key
- Long-Term Career Aspirations: with average 2-3 year turnovers, what's next and then what?
 - *Nature of Work*: time, management, area, etc.
 - *Work/Life Balance*: how will families / self factor?
 - *Epitaph*: in end, what do you want to have done?
- Compensation: we will discuss more on this later

Developing a Core Competency Inventory

- Core Competencies: major tenant of HR and hiring, essential elements of both your functional *and* behavioral capacity based on four factors:
 - *Skills*: what do you technically know how to do?
 - *Experience*: what have you actually done?
 - *Personality*: how do you fit within teams?
 - *Potential*: where are you still growing?
- Inventory Map: create a comprehensive list for each area, group into categories, prioritize and refine to 3 or 4 major elements, have friends review / comment
- Conclusions: what are the trends / gaps vs. goals?

Identifying and Removing Common Obstacles

- Planning: failure to identify goals is the #1 obstacle
- Confidence: take your goal and triple it, still doable
- Skills: can be acquired through ed or experience
- Experience: proactive on-the-job and outside work
- Family: work/life balance is important to consider
- Boss: if not being developed, speak up or move on
- Money: ed expensive, next step may require a cut
- Networks: broad/deep - essential to advancement
- Resolve: keep advancing, though stay flexible!
- Others?: open for discussion

Pursing Professional Development

- Grad Programs: expensive, quality range, be careful
- Workshops: expensive, look for certificates, ratings
- Self Ed: books, online courses, some learn best here
- In-House Mentors: colleague or supervisor teach
- Outside Mentors: structured relationships work best
- Peer Networks: organize colleagues in similar roles
- Management: free interns can be a way to start
- Consulting: side project experiential learning
- Volunteering: easier and more flexible alternatives
- Others?: open for discussion

Moving Up Within an Organization

- Valued Competencies: management capacity (people, projects, budgets, etc.), performance, passion, initiative, team player
- Being Essential: try to understand the organization's strategic priorities and align your work directly
- Connections: identify decision makers and influencers, cultivate relationships, don't be shy, look externally as well as internally
- Be Direct: articulate your aspirations, build your case, work with your supervisor on an advancement plan, horizontal career ladders possible in small orgs

Informational Interviewing to New Positions

- Systematize: use a database to track who you meet, when, with what results, who they connected you to
- Network Mapping: list people you know, who they know, who you want to know, cross-section industry; LinkedIn / Facebook can be invaluable here
- Outreach: email introduction, with resume, clear that you are not asking for a job, but for information, requesting short phone call, follow-up if needed
- The Conversation: research, prepare several smart questions, be engaging and deferential
- Follow-up: discuss next steps, ask for others to meet

Defining Market Worth and Negotiating Comp

- Three Salary Numbers: always know your absolute minimum, market worth, and reasonable aspiration
- Info Interviews: best way to determine market value (ask), highly specific by role, experience, location
- Public Salary Data: Guidestar 990's, surveys through NTEN, NonProfit Times, DICE, etc.
- Perspective: for individuals, comp is about respect; for organizations, it is about equity and balance
- Alternatives: non-salary options include benefits, expenses, vacation time, flex-time, flex-location
- Approach: honest, clear, logical, supportive data

Questions & Discussion

for questions or copies of this deck:

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