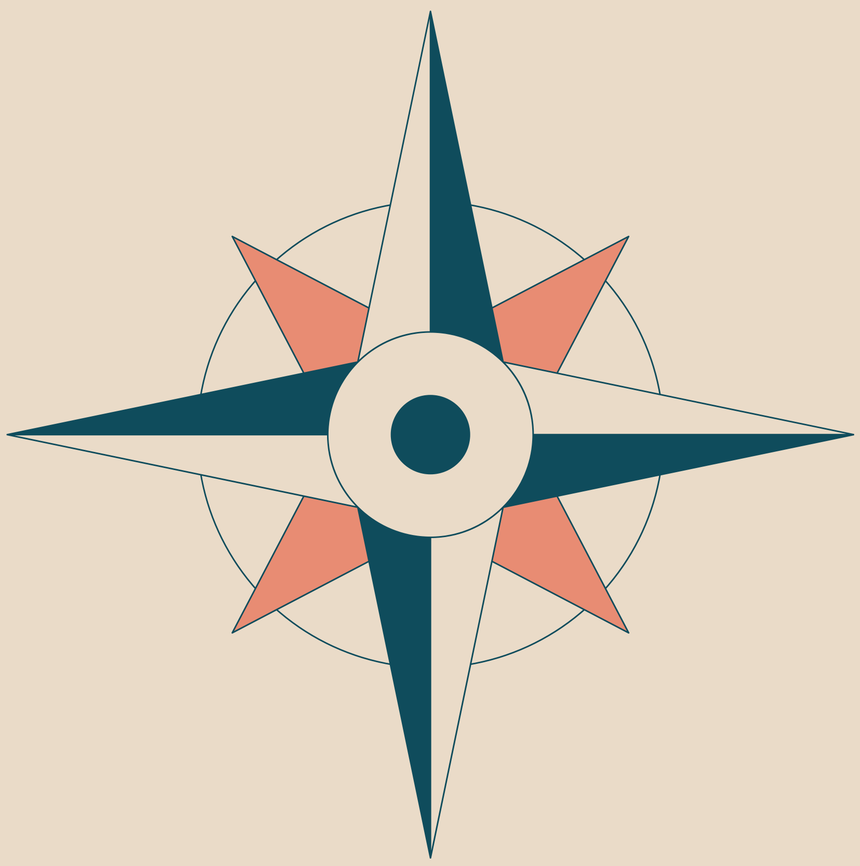
KELLY BROGDON GEYER

Connection. Clarity. Change.

CAREER CLARITY COMPASS

A Practical Guide to Move Forward With Confidence



Career Clarity Compass

Clarity is the foundation of change. Without it, we stay stuck in circles - doubting, second-guessing, or chasing paths that don't feel quite right. With clarity, new doors open, energy returns, and possibilities feel within reach.

The *Career Clarity Compass* is your guide to move from confusion to direction. Step by step, you'll pause and reflect, imagine new possibilities, narrow in on what fits you best, uncover the barriers that hold you back, and finally map out your next steps.

The Career Clarity Compass

A Practical Guide to Move Forward With Clarity

Hello and welcome!

If you're reading this, chances are you're in a season of reflection. Chances are you're feeling a little uncertain, a little restless, or maybe just ready for something new. The good news? You don't have to stay stuck.

This Career Clarity Compass is designed to give you a structured yet personal way to explore your career direction.

By the end, you'll walk away with:

- Awareness of your values and what energizes you
- A clearer vision of possibilities that align with your strengths
- A practical way to compare and narrow down your options
- Insight into the fears or doubts that may be holding you back
- A short-term roadmap with action steps you can take immediately

Think of this as your clarity companion: a practical, supportive guide designed to help you move forward with confidence.

Let's begin!

-Kelly

KELLY BROGDON GEYER

Section 1: Pause and Reflect

Objective: Build awareness of your current state

Exercise 1: Energy Tracker

For at least one week, list your daily work activities. Mark each as:

Energizing

Draining

Exercise 2: Values Inventory

Circle your top 5 values from this list (or write your own):

- Growth
- Freedom
- Stability
- Connection
- Creativity
- Integrity
- Recognition
- Balance
- Impact
- Adventure

_____

_____

_____

_____

_____

Reflection:

- What themes do you see?
- When do you lose track of time (flow state)?
- What skills do people frequently seek from you?
- How well are these values honored in your current career?
- Are your values reflected in what gives you energy?
- What patterns do you see? Where are there overlaps?
- What themes appear?
- Where is there misalignment?

Checkpoint Question:

What is no longer okay for me in my work?

_____

_____

_____

_____

_____

Section 2: Imagine What Could Be

Objective: Open up new possibilities

Exercise 3: Clarity Quadrants

Fill in each area in the table below with 3-5 keywords or short phrases:

- **Values:** What matter most to you?
- **Strengths:** What comes naturally and feels easy?
- **Motivators:** What drives you (recognition, impact, financial security, flexibility)?
- **Aspirations:** What do you want to achieve or create in the future?

Values	Strengths
• • • • •	• • • • •
Motivators	**Aspirations**
• • • • •	• • • • •

Reflection:

- How do these four areas align?
- Where are the tensions or gaps?

Section 2: Imagine What Could Be

Objective: Open up new possibilities

Exercise 4: Future Self Letter

Imagine it's 2 years from now. You feel fulfilled, energized, and clear. Write a short letter from your future self:

- What are you doing?
- How do you feel?
- What did you leave behind?
- What did you gain?

Section 3: Choose What Resonates

Objective: Narrow down to what fits you best

Exercise 5: Possibility Scan

Brainstorm 3 career directions or roles you are curious about. Write these options in the first column in the table below under Exercise 6.

Exercise 6: Decision Matrix

Fill in the rest of the table below.

- Are the options aligned to your values identified in Section 1?
- Do you feel energized when you think about the option?
- Does it feel like a realistic option?

Then rate each option and see which rises to the top.

Career Options	Values Alignment?	Energizing?	Feels Realistic?

Reflection:

Which option feels both exciting *and* aligned to your values and motivations?

Section 4: Identify Barriers & Resources

Objective: Spot obstacles and plan how to overcome them

Exercise 7: Barriers Map

List 3 fears, doubts, or limiting beliefs that might hold you back. Then, reframe each with a supportive belief. Example:

- **Limiting:** “I don't have enough experience.”
- **Supportive:** “I can highlight transferable skills and learn as I go.”

Limiting

Supportive

Checkpoint Question:

How are you feeling right now compared to when you started this workbook?

Section 4: Identify Barriers & Resources

Objective: Spot obstacles and plan how to overcome them

Exercise 8: Resources Scan

List what could help you move forward:

- Skills you already have or could easily learn
- People in your network - colleagues, mentors, friends, family
- Resources like courses, books, mentors

Skills	People	Resources

Section 5: Map Your Next Steps

Objective: Turn clarity into action

Exercise 9: Micro-Next Steps

Choose ONE option from Exercise 6 in the Decision Matrix. List 2-3 small steps you could take in the next 7 days. Examples:

- Research a role
- Reach out for an informational chat
- Draft a new LinkedIn or Xing summary

Exercise 10: Short-Term Goal

"In the next 30 days, I will.....

Bonus: Journaling Prompts

When do I feel most alive at work?

If fear wasn't holding me back, what would I do?

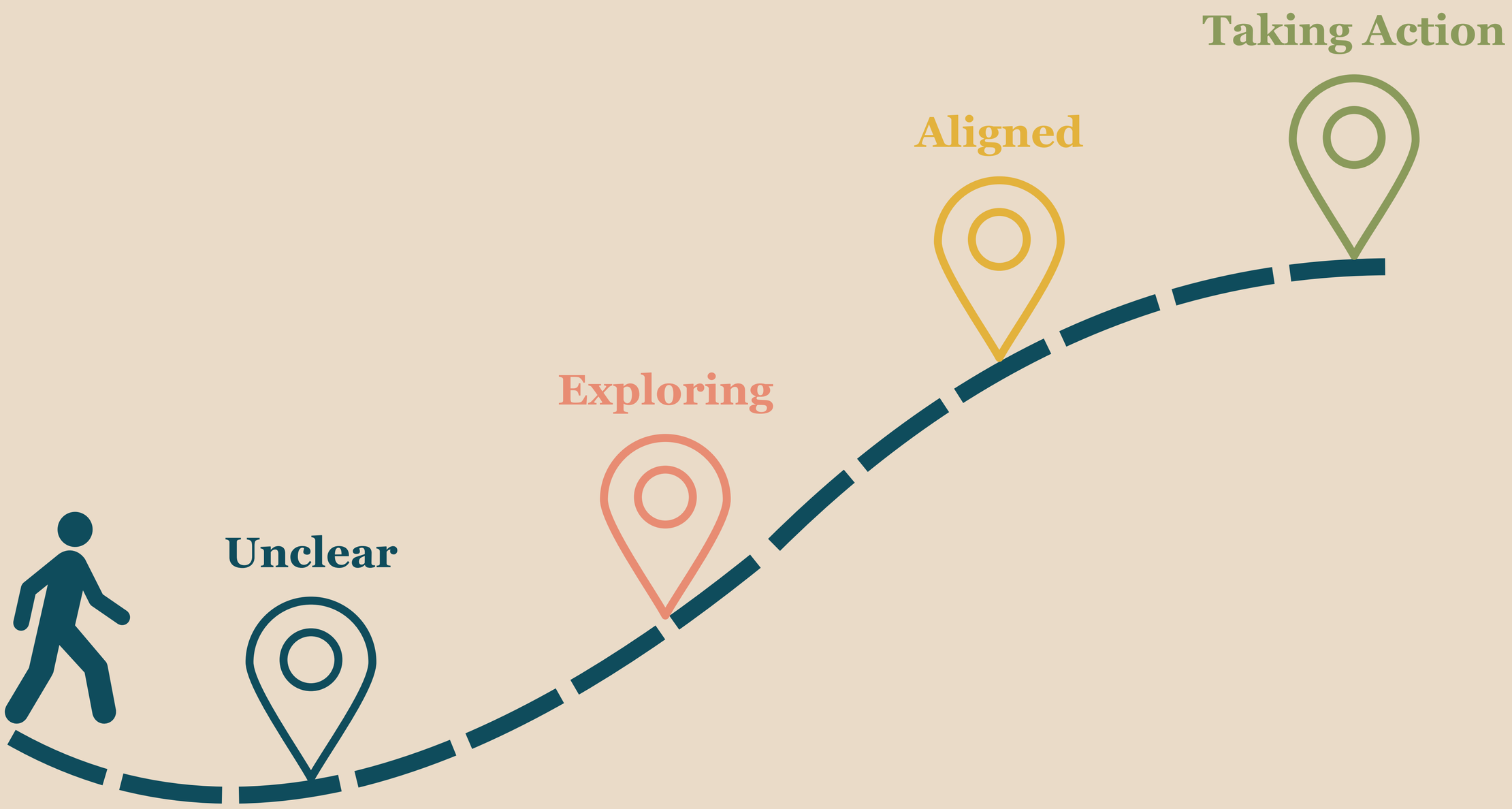
What's one small act of courage I can take this week?

Who inspires me and why?

Career Clarity Roadmap

Move from stuck to clear action steps

Instruction:
Circle where you are today. Mark where you want to be in 6 months.



Actions:
Are there any additional steps that you can identify to help move you from where you are now to where you want to be?

Career Clarity Compass In Action

See how Anna moves from stuck to clear action steps

Meet Anna

Anna is 38 years old and has been working in project management for 12 years. She's good at her job, but lately she feels restless and drained. She knows she wants something different, maybe more creative, maybe something with impact, but she isn't sure what that means yet. Anna used this Career Clarity Compass to get clarity on what she wanted and start designing her next career move.

Section 1: Pause & Reflect

Exercise 1: Energy Tracker

Anna tracked her week and noticed she felt energized when brainstorming with her team and mentoring junior colleagues, but drained by reporting tasks and long status meetings. This showed her that her energy comes from *people development* and *createive problem-solving*, not repetitive admin.

Exercise 2: Values Inventory

Anna circled her top 5 values. She realized that her current role honors stability but not creativity or impact. This is a sign she's ready for a change.

- Growth
- Freedom
- Stability
- Connection
- Creativity
- Integrity
- Recognition
- Balance
- Impact
- Adventure

Section 2: Imagine What Could Be

Exercise 3: Career Compass

Values	Strengths
• Creativity • Impact • Balance	• Idea generation • Mentoring • Communication
Motivators	**Aspirations**
• Leading change • Designing programs that make a difference	• Helping others grow • Recognition

Career Clarity Compass In Action

See how Anna moves from stuck to clear action steps

Section 2: Imagine What Could Be

Exercise 4: Future Self Letter

Anna's future self wrote:

"I'm leading learning and development programs that inspire people. I feel creative and fulfilled. I left behind endless spreadsheets and reporting, and I gained the joy of helping others grow."

Section 3: Choose What Resonates

Exercises 5: Possibility Scan

Anna brainstorms three directions: *training & development, change management, or freelance consulting*.

Exercise 6: Decision Matrix

She fills out the Decision Matrix and sees that "training and development" is both aligned and energizing.

Career Options	Values Alignment?	Energizing?	Feels Realistic?
training & development	creativity and impact	yes!	yes
change management	creativity and impact	somewhat	yes
freelance consulting	can be unstable	a bit frightning	not really

Section 4: Identify Barriers & Resources

Exercise 7: Barriers Map

Limiting
I don't have enough experience in L&D.

Supportive
I've been training and mentoring me teams for years. I just need to formalize it.

Career Clarity Compass In Action

See how Anna moves from stuck to clear action steps

Exercise 8: Resources Scan

She lists resources she already has to help her in her choice.

Skills	People	Resources
Coaching Communication Program design	HR colleague	Online certification Professional network

Section 5: Map Your Next Steps

Exercise 9: Micro-Next Steps

Anna chose *training & development* and committed to:

1. Reach out to her HR colleague for a coffee chat
2. Research certification programs
3. Update her LinkedIn summary with her new focus

Exercise 10: Short-Term Goal

Anna made sure her short-term goal was realistic and achievable.

In the next 30 days, I will enroll in an L&D certification program.

Closing Reflection With Anna's Story

By working through these exercises, Anna shifted from feeling drained and uncertain to having a clear path forward. She realized her values, identified where her energy flows, narrowed in on a career direction, and mapped out concrete next steps.

But Anna also recognized that clarity alone wasn't enough. She wanted accountability and expert guidance to stay on track. That's when she reached out to me for career coaching. Together, we built on the foundation she created here and designed a strategy that helped her transition into a new role in learning& development.

Just like Anna, you don't have to navigate this alone. This Compass is the first step. Coaching can help you keep moving forward with confidence, clarity, and support.

Next Steps: Turn Your Clarity Into Action

Clarity without action fades quickly

You've taken important steps with the *Career Clarity Compass*. You've reflected, explored possibilities, narrowed your options, and mapped out next steps. That alone is powerful. But clarity without action fades.

Here's your challenge: choose **one action step** and commit to doing it this week. Write it down, put it in your calendar, and treat it as the first step of your next chapter.

Remember:

- Small steps create momentum
- You don't have to do it all at once
- You don't have to do it alone

If you'd like support, guidance, and accountability as you move forward, I'd love to help. **Together, we'll build on the clarity you've created here and design a career that energizes you and feels true to your values.**

Book your FREE Discovery Call: https://www.kellybrogdongeyer.com

Book Now

Connection. Clarity. Change.

I help expats navigate new environments, women design their next chapter, and corporate leaders and teams to move from stuck to successful through practical coaching, mentoring, clear plans, and supportive accountability.

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Notes From Your Journey

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KELLY BROGDON
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