CAREER CALLING YOUR CALLING

Your Calling Journal

Six weeks of short prompts on strengths, values, energy and purpose.



yourcalling.careercalling.com.au

THIS JOURNAL BELONGS TO

Name _____

Started on _____

Finished on _____

This journal is for reflection only. It is not a test or an assessment, and nothing in it is scored. What you write is yours. Nobody needs to read it unless you choose to share it.

BEFORE YOU START

How to use this journal

- Each week has a theme, five short prompts and a review page. Use one prompt a day, or several at once. Skip any that do not fit.
- Write in pen or pencil, in full sentences or in dot points. Nobody will mark it.
- Ten minutes is enough. If you have more time, keep writing.
- At the end of each week, read back over what you wrote and use the review page.

The six weeks

- **Week 1: Noticing.** Before changing anything, notice what a normal week is like.
- **Week 2: Strengths.** Collect evidence of what you do well.
- **Week 3: Values.** Name what matters to you, so you can see it at work.
- **Week 4: Energy.** Track what lifts you and what wears you down.
- **Week 5: Purpose.** Connect what you do to why it matters.
- **Week 6: Next steps.** Turn what you have noticed into one small experiment.

There is an online version of the first steps at yourcalling.careercalling.com.au. Your answers there stay in your own browser.

LOOK AFTER YOURSELF

If work is wearing you down

Writing about work can bring up hard feelings. That is normal. If you have felt tired, flat or overwhelmed for a long stretch, it is worth taking seriously, and worth talking to someone.

This journal is not a clinical tool and is not a substitute for help. Talk to your GP, or contact:

Beyond Blue 1300 22 4636
free counselling by phone or online chat, open 24/7

Lifeline 13 11 14
crisis support by phone, open 24/7, or text 0477 13 11 14

If anyone is in immediate danger, call Triple Zero (000).

Want to talk about your career with someone? Career Calling Coach (coach.careercalling.com.au) and Career Calling Mentors (mentors.careercalling.com.au) can help.

01

WEEK 1

Noticing

Before changing anything, notice what a normal week is like.

This week

1. Describe a typical working day as if to someone who has never seen your job.
2. What did you do today that you would happily do again tomorrow?
3. What took longer than it should have? Why?
4. Who did you learn something from this week?
5. Write about one moment this week when time passed quickly.



Describe a typical working day as if to someone who has never seen your job.

What did you do today that you would happily do again tomorrow?

What took longer than it should have? Why?

Who did you learn something from this week?

Write about one moment this week when time passed quickly.

WEEK 1 REVIEW

Looking back on noticing

What did I notice this week?

What surprised me?

What do I want to try next week?

02

WEEK 2

Strengths

Collect evidence of what you do well.

This week

1. Write about something you did well recently, step by step.
2. What do people thank you for?
3. Which skill have you built over the years without really noticing?
4. When have you surprised yourself?
5. Ask someone you trust what they think you are good at. Write down what they said.



Write about something you did well recently, step by step.

What do people thank you for?

Which skill have you built over the years without really noticing?

When have you surprised yourself?

Ask someone you trust what they think you are good at. Write down what they said.

WEEK 2 REVIEW

Looking back on strengths

What did I notice this week?

What surprised me?

What do I want to try next week?

03

WEEK 3

Values

Name what matters to you, so you can see it at work.

This week

1. List five things you care about. Circle the two you would protect first.
2. Write about a decision you are proud of. Which value guided it?
3. When did you last feel uncomfortable at work? Was a value being stretched?
4. Which of your values does your work already support?
5. Write about someone whose way of working you admire. What do they value?



List five things you care about. Circle the two you would protect first.

Write about a decision you are proud of. Which value guided it?

When did you last feel uncomfortable at work? Was a value being stretched?

Which of your values does your work already support?

Write about someone whose way of working you admire. What do they value?

WEEK 3 REVIEW

Looking back on values

What did I notice this week?

What surprised me?

What do I want to try next week?

04

WEEK 4

Energy

Track what lifts you and what wears you down.

This week

1. Rate your energy at the start and end of today. What happened in between?
2. Which tasks do you put off? What do they have in common?
3. Which people or conversations leave you with more energy?
4. What helps you recover after a hard day?
5. Pick one drain. Could it be reduced, shared, swapped or asked about?



Rate your energy at the start and end of today. What happened in between?

Which tasks do you put off? What do they have in common?

Which people or conversations leave you with more energy?

What helps you recover after a hard day?

DATE _____

Pick one drain. Could it be reduced, shared, swapped or asked about?

WEEK 4 REVIEW

Looking back on energy

What did I notice this week?

What surprised me?

What do I want to try next week?

05

WEEK 5

Purpose

Connect what you do to why it matters.

This week

1. Who benefits when you do your work well? Be specific.
2. Finish the sentence: "My work feels worthwhile when..."
3. What does your work make possible for you and the people you care about?
4. What would you like people to say about your work in five years?
5. Where else in your life do you find meaning? What can work learn from it?



Who benefits when you do your work well? Be specific.

Finish the sentence: "My work feels worthwhile when..."

What does your work make possible for you and the people you care about?

What would you like people to say about your work in five years?

Where else in your life do you find meaning? What can work learn from it?

WEEK 5 REVIEW

Looking back on purpose

What did I notice this week?

What surprised me?

What do I want to try next week?

06

WEEK 6

Next steps

Turn what you have noticed into one small experiment.

This week

1. Read back over the last five weeks. What stands out?
2. What would you like more of at work? What would you like less of?
3. Choose one small step you can start within two weeks. Write it down.
4. Who could help? What will you ask them?
5. Write a short note to yourself to read in three months.



Read back over the last five weeks. What stands out?

What would you like more of at work? What would you like less of?

Choose one small step you can start within two weeks. Write it down.

Who could help? What will you ask them?

Write a short note to yourself to read in three months.

WEEK 6 REVIEW

Looking back on next steps

What did I notice this week?

What surprised me?

What do I want to try next week?

SIX WEEKS ON

My summary

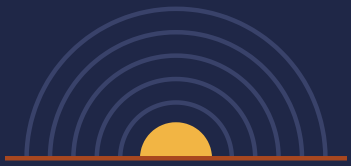
My strengths

What matters most to me

What gives me energy

My work feels worthwhile when...

My next small step, and when I will take it



Career Calling Your Calling

A free guided reflection, this journal, and reflection workshops for teams.

yourcalling.careercalling.com.au
1800 266 160
info@caqa.com.au

Part of CAQA Groups. Career Calling International Pty Ltd, ABN 53 162 651 238. Free to print for personal use. For use with a team or organisation, or for printed copies, please ask us.