**GC Careers Hints and Tips blog**

**What is career progression?**

A simple definition of career progression is that it’s the act of moving forward in your career. You may hear people talking about “climbing the ladder” at work, however progressing in your career doesn’t always mean getting a promotion or securing a more highly-paid role. Career progression can take many forms, including being awarded more responsibility within the role you already have, moving to a different area of the business, taking on new challenges, and increasing your skillset through training and development opportunities.

At GC we want to reward our hard-working and valued colleagues by offering career development opportunities, this can be in various forms, such as:

* **Promotion:** As an employee understands their role in the business, they may feel ready to take on more complex tasks and responsibilities in a leadership or management role.
* **Education:** An employee might establish an interest in a particular business area or discipline and would benefit from GC supporting them with a qualification or development of that skill through training or mentoring.
* **Join an EDI Network:** By joining a network you can support and lead on various campaigns and projects. This experience can enhance your professional profile and boost your skillset. Additionally, by joining an EDI Network, you are exposed to various stakeholders from different business areas. This enables you to understand different perspectives and opportunities available with like-minded people. For more information, please visit:
  + The EDI App: <https://launcher.myapps.microsoft.com/api/signin/719d364d-e578-43bf-af13-052d9244dd01?tenantId=08103169-4a6e-4778-9735-09cc96096d8f>.
  + Email: [EDI@growthco.uk](mailto:EDI@growthco.uk).
* **Secondment:** GC secondments are fantastic opportunities to gain new experiences and add layers to your existing knowledge. Line Managers should consider this option when planning to recruit for their team.
* **Redeployment:** Although redundancy is a stressful time for colleagues, redeployment within GC can offer you a chance to learn new skills and climb into new positions. GC actively look to fill skill gaps therefore it could lead to training opportunities, allowing you to acquire new skills that could help with your career progression.

The benefit of progression is that it rewards loyal employees who are a great asset to the organisation, therefore keeping the talent retained and nurtured.

**What is a Career Progression Plan?**

* Establishing career goals with your Line Manager.
* Understanding what improvements and gaps of knowledge exist.
* Recognising career paths at GC or colleagues with similar development stories.
* Creating realistic objectives within a progression timeframe (see PAL training below).

**What sort of questions should a Line Manager be asking?**

* What are your employee’s long-term aspirations within the company?
* What are their professional and personal goals in general?
* Are they able to resolve conflict effectively?
* What previous skills and experience does your employee have prior to joining GC?
* Do they have [leadership](https://uk.indeed.com/hire/c/info/a-comprehensive-list-of-leadership-qualities-a-guide) skills?
* What talents do they have?
* What training and/or growth opportunities do they currently have or need?

**PAL Training:**

* Create SMART objectives and update progress throughout the year. Objectives can also be updated and managed during KIT meetings.
* Development Plan - A development plan is an opportunity to capture any skills or knowledge, you would like to develop. Colleagues can add an objective and can either create a 'development action' or search for learning through the learning catalogue.
* How-to videos - we have created several short 'how-to videos' on accessing key features of P.A.L (such as a development plan) which you can find under the playlist section [here.](https://growthco.csod.com/samldefault.aspx?returnUrl=%252fDeepLink%252fProcessRedirect.aspx%253fmodule%253dphnxdriver%2526routename%253dAdmin%252fPlayerPageRedirectHandler%2526Route%253d%25252flms-learner-playlist%25252fPlaylistDetails%2526Parameters%253dplaylistId%25253de8a6655c-b7cb-4702-94bc-7fa4eadbaf63)
* Learning Content - there is a range of learning content available on P.A.L from bitesize videos to courses that can aid in developing any soft skills and technical skills. In the search bar on the My Learning page, simply leave this blank and hit enter, and the Learning Catalogue will appear.
* Mentoring Scheme - Mentoring is essentially about helping people to develop more effectively. Colleagues can apply to be mentors or mentees [here](https://gcimentor.b2clogin.com/gcimentor.onmicrosoft.com/b2c_1_signin/oauth2/v2.0/authorize?client_id=fbf6ec91-2373-4942-9ee6-357b0a53b64c&redirect_uri=https%3A%2F%2Fgc.imentor.co.uk%2Fsignin-oidc&response_type=id_token&scope=openid%20profile&response_mode=form_post&nonce=638531097965933661.ODUzNmI1NjktNjBkNy00ZTU2LTkwZWYtNzkwYmIxYWQ3YTQ0YjUwOWJjMzAtMjYxOC00Mjg3LWI4MjAtOTk1OGUwMzkwZjM0&client_info=1&x-client-brkrver=IDWeb.1.24.0.0&state=CfDJ8MrSzdGOFLxCkpJvRIV3q1kEX4jTjt4s5a7M0-mH-rBWOT4U9UMP2twTgwDEr0YgYv0R_hLpFGcx78o0VYcOHAznnfsOQaQgDvCNmwBp2qZP65Iv6EJoH8rasjN5ddFxsoGjRUNqrjwS9ZWR2NotqoiPwyr34_lVqo0TUPF4xQdR22iEmMlxbmeqipEvOVTHQ4zgretwHb9mqsbNCzZb6k3KVJxljfz8UpHdHUmUaVVNmcFs4qSNWZD9GvS0sw-bwCSpmikwH-ZzcY6qonvex1XOdqMhVFwU1KNx5dFq1DMa&x-client-SKU=ID_NETSTANDARD2_0&x-client-ver=6.17.0.0) or contact [learning@growthco.uk](mailto:learning@growthco.uk) for further information. A mentor can be from your business unit but if you want to be matched with a specific team/Business Unit you can contact [learning@growthco.uk](mailto:learning@growthco.uk).

**Helpful Links:**

* GC Careers page: The internal GC Careers page has all the latest colleague opportunities; you can set up an alert for any roles that could be of interest: [Current Vacancies Internal | The Growth Company](https://careers.growthco.uk/internal/home.html)
* Colleague Procedure provides guidance on the internal recruitment process: [Recruitment and Selection Colleague Guidance.docx](https://manchestergrowthcouk.sharepoint.com/:w:/s/GSHPT/crossgroupworking/hr/mgtPortal/EWSZRchjzoZNvxC5JTmWJ3MB_cxBiIopzLv49-7RMS21-w?e=QZtswP).
* The Internal Recruitment Team can offer confidential support to enhance your CV. For support and guidance with this please contact [careers@growthco.uk](mailto:careers@growthco.uk) or call 0161 237 4447.