



YOUNG RAIL
PROFESSIONALS

Routes to your future
Careers Planning Workshop

Follow on material



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Schedule of proceedings

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|-------|---|
| 16:00 | Welcome , Adam Stead, YRP Networking & Development Manager |
| 16:05 | Matthew Hancock MP , Minister for Skills & Enterprise |
| 16:10 | Terence Watson , Chairman, Rail Supply Group & MD Alstom |
| 16:25 | Recruitment trends in rail , Rod Shaw, RGS Exec |
| 16:35 | Steve Mole in 10 , CPC Project Services |
| 16:45 | Workshop 1 – The right role , Colin Brown, Growfire |
| 17:15 | Depot to boardroom , Tim Dugher, former COO Angel Trains |
| 17:25 | Workshop 2 – Making the leap , Colin Brown, Growfire |
| 17:55 | Wrap up , Martyn Chymera, YRP Chairman |



1. Pursuing Opportunities in Your Organisation

One of the best places to search for new job opportunities to advance your career is within your own organisation.

Not only will they be familiar with your skills and background, it is likely that you'll be able to adapt to the new role quicker as you'll have existing insider knowledge of the organisation. Additionally your current organisation might be more sympathetic to any current lifestyle considerations you might have, compared to a new organisation.

Some tips below can help you take a targeted approach to identifying and perusing potential opportunities within your existing organisation.

1. Find or draw up an organisation chart for your company including all departments, divisions, and subsidiary/sister companies which might also be of interest. If in doubt ask your manager to help you understand this further.
2. Highlight areas of the organisation chart which might be of interest to you – departments doing work in line with your interests, where your skills might be relevant, or where you might be able to pick up extra skills in line with your long term goals
3. Develop your internal network by talking to people to understand who might be able to help you identify and obtain the opportunity you need
4. Talk to people in other departments to find out more about the jobs and speak to heads of departments to find out what career routes might be available to you in other parts of the business.
5. Check job postings to find out which positions are currently vacant or may soon become available, or ask heads of departments if there are any resourcing pressures which you could help cover.
6. Once you've identified the opportunity you want to pursue, discuss it with the relevant contacts such as the current job holder, other team members, the recruiting manager or anyone one else involved. Find out if there's any training or specific experience you might need before you apply and make note of anything else you learn about the job, or valuable information you gain from your discussions. Doing your homework about the role is an impressive step to take as it shows your enthusiasm and interest.



2. When is it Time to Leave?

In a competitive job market which favours the employee, it's very unlikely you'll spend the rest of your career with the same employer. Leaving a job and moving to a different organisation can be a tough decision. Here are a few questions you can ask yourself to figure out if it's time for you to move on:

- Is my job still interesting to me?
- Is my job different from the one I was hired to do?
- Are there any development opportunities I can take advantage of?
- Am I given the support I need to pursue my career goals?
- Do I agree with my organisation's values or ethics?
- Are there better opportunities for me elsewhere?
- Does my boss or my coworkers treat me badly?
- Are my grievances dealt with in a professional or helpful manner?
- Am I just too stressed out?

Expanding your professional network is a good idea for young people who are thinking about a career move. The Young Rail Professionals network is a fantastic place to start your networking as it's an opportunity to connect with your peers from across the sector. Meeting individuals who share your interest in the railway sector and finding out about the organisations they work for can open up new opportunities to you, especially within areas that you might not have previously considered.

Attending industry conferences, institution events, exhibitions and trade shows can also broaden your network with more senior people in the industry. Don't be afraid to say hello; choose a simple ice-breaker that's related to the theme of the day. Most people will be happy to exchange pleasantries and that one conversation might just turn out to be one that leads you to find that next opportunity.

As well as this, getting involved in an organising committee can also help to develop the softer-skills that a potential employer is looking for.

3. Evaluating Your Current Situation

Use the questions within this section to start thinking about what’s important to you. Also consider how your lifestyle might change over the next 3 years and whether the new role will fit longer term (for example, are you willing to be more flexible with your work location or working pattern)

What are your top five values? e.g.:

- **Money** - How important to you is earning a great deal of money? Is it worth sacrificing other things, such as family time and friendships.
- **Family** - How important is it to spend time with your family? If necessary, are you willing to compromise on other things such as money and a high-status job?
- **Self-development** - Do you have a need to constantly learn new things and expand your mind?
- **Belonging** - Do you tend to make the most of your friendships and relationships at work? Are you happiest in an organisation that fosters a sense of community?
- **Autonomy** - How important is the ability to work independently without interference from supervisors or peers?
- **Ambition** - Is it important that you are able to advance quickly in your career and earn the esteem of others?



What are your interests?

- What work and non-work experiences have you had over the last few years that you really enjoyed?
- Were these experiences mostly adventure-related or intellectual? Do they all relate to the same interest?
- Do they correspond with what you now do for a living?

What skills do you have?

- What are your **hard** skills – those which are technical and specific to a job role? Example: Electrical engineering design, timetable planning
- What are your **soft** skills – those which are transferable and not specific to your role? E.g. managing complexity, problem solving, presentation skills, leadership, multi-tasking, people management, etc.

What are your lifestyle preferences?

- What salary and benefits do you need?
- Do you enjoy travelling with work?
- What alternate working arrangements do you want or need?



4. Determining Your Strengths

Put checkmarks beside the activities you are interested in and then beside the ones you're good at. The rows where you get checkmarks in both "Interests" and "Abilities" are your main strengths. In the blank rows at the bottom, add any of your strengths that haven't been included in the list.

| Interests | Activities | Abilities |
|-----------|-------------------------------|-----------|
| | Research | |
| | Using tools | |
| | Facilitating | |
| | Teamwork | |
| | Leadership | |
| | Showing initiative | |
| | Negotiating | |
| | Written presentations | |
| | Oral presentations | |
| | Administration | |
| | Mentoring and training others | |
| | Decision making | |
| | Using technology | |
| | Writing and communicating | |
| | Selling | |
| | Persuading and influencing | |
| | Organising workload | |
| | Working with your hands | |
| | Working outdoors | |



5. Creating Your Action Plan

For each goal, enter an objective and the actions associated with the objective. Then, enter your next objective and repeat the steps. For each goal, objective and action, enter a target date.

| Goal | Objectives | Actions | Target date |
|--|--|---|-------------|
| Example: Be promoted to supervisor of my business unit. | Example: Take classes in leadership and effective supervision. | Example: Assist in performing team leader responsibilities. | June 15 |
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6. Delegate List

| Name | Employer |
|------------------------|--------------------------------|
| Adam Stead | YRP & QinetiQ |
| Aimi Elias | Transport for London |
| Alex Cotton | Transport for London |
| Anne Browne | Network Rail |
| Bejal Mandalia | Transport for London |
| Carlos Orozco Vivo | Transport for London |
| Chris Woodger | Transport for London |
| Danielle Ferguson | RSSB |
| David Buttigieg | Network Rail |
| Dong Li | Hitachi Europe |
| Femi Okeya | Network Rail |
| Gareth Slocombe | Transport for London |
| Giulia Lorenzini | RSSB |
| Gregory Strong | Transport for London |
| Heather Betts | Transport for London |
| Helen Gregory | Transport for London |
| Honor Brady | Transport for London |
| Hugh Williams | Transport for London |
| Jonathan Powell | Newcastle University |
| Joy Wigg | Transport for London |
| Julian Thirlby | Transport for London |
| Julianna Moats | YRP & University of Birmingham |
| Kangjing He | Systra |
| Kieron Quayum | Transport for London |
| Louis Kang-Mascarenhas | Transport for London |
| Mahmoud Ullah | Transport for London |



| | |
|-----------------------|----------------------------|
| Martin Halligan | Transport for London |
| Martyn Budd | Transport for London |
| Martyn Chymera | YRP & Transport for London |
| Matthew Lees | Transport for London |
| Miss Melanie Ogden | Transport for London |
| Nailah Fraser-Haynes | RSSB |
| Natasha Lynch | Transport for London |
| Nick Povall | Transport for London |
| Patrick Gannon | Transport for London |
| Paul Case | Transport for London |
| Polly Rivers | YRP & Polly Rivers PR |
| Rahman Mustapha | Transport for London |
| Rita Williams | Transport for London |
| Robert Evans | Chiltern Railways |
| Sam Jones | Transport for London |
| Sam Sullivan | Alstom |
| Sam Zhang | Atkins |
| Sarah Younghusband | Southeastern |
| Savanna Rennals | Transport for London |
| Simon Moore | Chiltern Railways |
| Sultan Ali | Transport for London |
| Theepan Saravanapavan | Transport for London |
| Timothy Mangozza | Transport for London |
| Tom Painter | Chiltern Railways |
| Zahangir Hussain | Network Rail |
| Zhi Goh | Transport for London |