

# ***What To Do Next?***

***How to bridge the gap from where you are now to where you want to go next, whilst building the confidence to take the leap.***

*By Tim Nash, Founder The Path To Peak Performance  
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Tim Nash is the founder of *The Path To Peak Performance* - an online platform and coaching practice that helps senior professionals achieve and maintain Peak Performance.

He is the host of "MY TOP 3 CAREER PIVOT TIPS", a series of interviews with inspiring Influencers about successful pivots they've made on their unique career paths. He's also the face behind "AMERICAN TRANSPLANT" where he shares key learnings and funny observations from his first 25 years away from his home of Los Angeles, California.





## **I. INTRODUCTION**

I have to tell you, I've been in uncertain situations like this before - without the Covid-19 conditions, of course. But one where I was dissatisfied with my current work situation and wanted something different. Something better.

But...I had NO IDEA WHAT!

Not only did I make the transition to something new, I did it more than once...in fact, I've made at least four "leaps" since embarking on my career 26 years ago...

I could not have predicted where I would end up. I just put one foot in front of the other, leaned into "my truth" and trusted my gut to lead me to the next opportunity.

My biggest learning from my unplanned career journey is this - if you're open to them, opportunities will appear. Maybe not always in the way you expect. You might be dreaming of a convertible Roadster when a sensible sedan comes your way...the key is to grab it when it does.

Of course, things are different in this particular situation and I am sensitive to the life changing effect corona virus and its impact have had on lives, families and jobs. To make my area of expertise clear, I offer individual and group COACHING FOR PEAK PERFORMANCE and I am the founder of *The Path To Peak Performance* – a "living and breathing" ecosystem which provides free development content for senior leaders and experienced professionals.

I am also an ambitious professional LIKE YOU and I understand the dilemma of not wanting to move away from a "safe" work situation toward something "unknown" - including the feelings of fear and insecurity.

For any of you reading who are in a good work situation but have been forced to see and feel your growing dissatisfaction during and post lockdown period, I think you will still get value in what I'll be sharing in this document. But, to manage expectations, this document is more geared towards: Senior and seasoned professionals who are looking to make a career change, but don't know exactly what or how.



This document is an outline of the steps you need to take to bridge the gap between where you are right now and where you want to go next. By bridging this gap, you will build the needed confidence to take action when the time is right. Although the current business climate might not be the best time to leap, it is the best time to prepare yourself for it.

So, before we get to the good stuff, I want you to know: **You can prepare yourself to make your next career move. With confidence.**

So, even though it might feel like there's no point in doing anything right now, even though you feel like it's too late to make any big career changes, even though it might feel as if no one could help you right now...

YOU are capable of taking these steps. YOU are resourceful. And YOU are actively seeking inspiration, tools and guidance on what to do first. Just like I did back in early 1995...

Back then I started from scratch - little to no support network and a very short list of career accomplishments. I just knew I wanted more and was determined to find out how.

You must have similar feelings? That's why you're reading this letter from someone who has made a career transition before. So give yourself some credit for that.

**You haven't given up yet. In fact, you could be preparing for the greatest phase of your career thus far!**

It's just going to take a little genius, some extra work (let's be honest!) and the implementation of the five key steps I've outlined below.

By the way, some actions can be completed in 30 minutes to an hour. Others might require more time and input from others. But you could work these steps and start seeing results in a matter of days...if you stick with me on this, okay?

You will need to commit some time to doing this work. But it's far better than watching the depressing news or binging on the latest series about a Tiger King.

Now, you need to know, I won't hold back in this document. I'm going to tell you exactly what it will take to come out with your head held high. I will be firm, direct and honest. You need to know the truth about what it's going to take to bridge this gap with confidence.



## II. ABOUT TIM

On that note, I originally wrote this during the lockdown stages when some shops had begun to open and people had started to meet in groups larger than three...I sincerely hope that things continue to open up as it has given all of us a HUGE lift in spirits!

For those that don't know me, my name is Tim Nash (timothyfnash on social media, but call me Tim!).

I have had success on four different career paths - one in Banking & Finance, one in Teaching & Education, one in the Media and one in People & Organizational Development. With twists and turns all around.

Even though I didn't realize it, each career built on the one before it. If not the topics, certainly the skills and confidence gained. I have a model that works and that's what I teach.

I am the host of "MY TOP 3 CAREER PIVOT TIPS" - a Webseries featuring bite-sized interviews with inspiring Influencers and Thought Leaders who have made successful pivots on their career path (let me know who you'd like to hear from and I'll put them on my list!).

I also run a fast growing coaching business helping senior professionals achieve Peak Performance so that they can create lasting positive change for themselves and their teams. As clarity on where you are and what you want is the first and most important step for Peak Performance, many professionals LIKE YOU realize they want something more. They too are ready for their next career move - they just don't yet know how or what.

I also share a great deal of content online for free, so if you're new, please do check out [pathtopeakperformance.org](http://pathtopeakperformance.org). I'm now in the process of updating things with relevant content so don't be surprised if something looks different since your last visit.

The point is - I am real and I am navigating this with you. If you'd like to reach out to me to ask me a specific question about your unique situation, please email me at [info@tim-nash.com](mailto:info@tim-nash.com) or send me a message on any of my social media platforms, usually under the name @timothyfnash. And please tell me you've read this so I can reply in more detail.

Deal? Deal!



### **III. THE FIVE STEPS**

#### ***STEP 1 – First, get honest about your current situation.***

Before you can move toward something you need to understand where you stand now. You need clarity on your current reality *and* how you'd like to change it. As mentioned, clarity on this is this the first *and* the most important step! Here are 3 good questions to ask yourself right now:

1. What do I like about my current situation? Dislike?

Just as important as knowing what you don't like about your current situation, is knowing what you do like. This could be something simple like the cool coffee machine or more substantial like the company Christmas party. In whatever direction you go, try to hold onto the elements that you enjoy or find a way to recreate them.

2. What would I like to change about my current situation?

Think about it – how can you change something if you don't know what you'd like to change?

3. What and who could help me make this change?

Nobody can accomplish anything big on their own. Don't even try. People can be the most helpful resource. Seek out a trusted advisor - perhaps even someone who has done what you're trying to do. Someone who knows the fears but also the rewards attached to this kind of "leap".

*However, could there be something else going on with you? Perhaps there's an inner conflict that needs to be resolved beyond the job (dis)satisfaction? If so, you need to know. ASAP. If this applies to you, here are a 3 more questions:*

a) Am I overwhelmed or unfulfilled?

You know yourself better than anyone. You're aware of what's going on inside *and* outside of you. However, each and every one of us can benefit from asking the questions: Are my work-life responsibilities killing me? Am I unhappy with where I am right now?

Some people would argue that if you're energized by your work, it won't burn you out. Either way, getting clarity on this question can provide relief BIG TIME.



Perhaps you just need better prioritization skills (See STEP 4)? After all, just because something's important doesn't mean it's urgent. Or that *you* have to be the one to do it.

If there is something else going on with you, you definitely want to know about it. Plodding ahead and keeping yourself busy (and distracted), is not a solution to your problem. On the subject of distractions...

b) Why *do* I keep myself distracted?

Checking work emails after work or repeatedly checking your Facebook updates on the weekend, I'm sure there are times when you're choosing to be connected (even when unnecessary). Be honest with yourself – Can my email response wait until tomorrow? Do I *really* need that Facebook app on my phone?

I don't know your individual situation but if you're like me and many people I know, you choose to be 'connected' even when you don't need to be. I get it – you like being "in the loop". Me, too. But do you *really* need to be?

Of course, there are times and situations because of your job role when you do. But I'm guessing there are just as many times when you could "sit things out".

Here's one of the best tips I heard last year for creating more time: *Choose the app you use the most on your phone and delete it.*

You might be lost without it...but you may be just fine.

c) Have my priorities changed?

Are the things that were important to me 3 months ago still just as important? Or has my situation changed, and priorities shifted as a result? Take a few minutes to look at your top priorities and make sure your activities are aligned. Also, are your expectations still current? And realistic?

If you made the goal in 2019 to run a marathon and spent several hours a week training for it...is the training time in 2020 still necessary and important to you? Or, would that time be better spent working toward some of your new goals? Or spent with family or friends?

Whatever your priorities, it's important that you recognize busyness as a choice. I repeat. **BUSYNESS IS A CHOICE.**



Bottom line: The world has changed for all of us. NO ONE can lean back and be content with the current economic situation. Now is NOT the time to stick to your "safe" plan! The plan has gone out the window. Now is the time for reflection, creative planning and preparing yourself to move into action.

Remember, this is a whole new landscape...nobody has the game plan. No one knows what to expect next. Which is why you have to create your own game plan. You want to come out of this stronger than before - and ready to act. It's possible.

## **STEP 2 – Update your CV and professional profile.**

Part of understanding your current situation is understanding where you've come from and everything you've accomplished so far. How others view you and your accomplishments is *also* important. It's probably time to update your CV and LinkedIn/XING profile. Take time to find some profiles you like so you can integrate the best elements into yours.

If you find yourself doubting your abilities or feeling like you're not up to the task of this next career move, here are two ways to help you VERIFY YOUR TALENT -

- First, take inventory of your skills and accomplishments.

Review what you've accomplished over the past few years. This helps to remind you that you bring and have brought a lot of value to your work. Otherwise, you wouldn't have been chosen for this present task. Someone thought you were up to the task. Obviously, you did too. Therefore, be confident in the abilities you know you have and be confident in your ability to master new ones.

If you're struggling to come up with concrete examples, ask a trusted friend or colleague for their perspective (you might be surprised at how "great" they see you).

- Second, turn your talents into strengths.

According to scientists behind Gallup's *StrengthFinder*: "People have several times more potential for growth when they invest energy in developing their strengths instead of correcting their deficiencies."



By focusing on what makes you stand out instead of what you lack, you can build up your strengths and protect yourself against your doubts at the same time.

On paper, your verifiable skills and professional accomplishments may look like your greatest asset. Without a doubt, those things are important. However, you have something else that's even more valuable: You. In all your past and current successes (projects, jobs, roles, etc.), you are "the common denominator".

### ***STEP 3 - Get a coach or mentor.***

Take any top athlete in any sport and you'll find a coach right behind them. A trusted coach can give that little push or motivation that they can't give themselves. There's no reason why a coach couldn't help you up your game too!

If you're looking for more direction and advice, a mentor might be a good option for you. Either way, seek out someone whose story inspires you to reach for your goals.

According to the surgeon and author Atul Gawande, "coaching done well may be the most effective intervention designed for human performance." Can you imagine an athlete winning Olympic gold without one? Why should it be any different for his profession? Or yours for that matter.

I strongly believe that "coaching done well" results in increased awareness - leading of course to increased clarity followed by action. When you clearly see what you want to do and how you can get it, you move into action mode.

Moreover, increased awareness leads to action with a clear intention - deliberate action connected to your goals and priorities. It also leads to previously hidden options and clears the way for positive change to emerge.

### ***STEP 4 - Prioritize what matters.***

No doubt you've got a lot of questions - Where do I start? Who should I contact first? Here's a thought experiment: Imagine you're a hunter. An old-school caveman who has to hunt in order to eat. No kill, no food. Your goal: Find food for you and your family...today. But your hunting spear is very old. Making a new one is another important goal. Which goal takes priority right now?

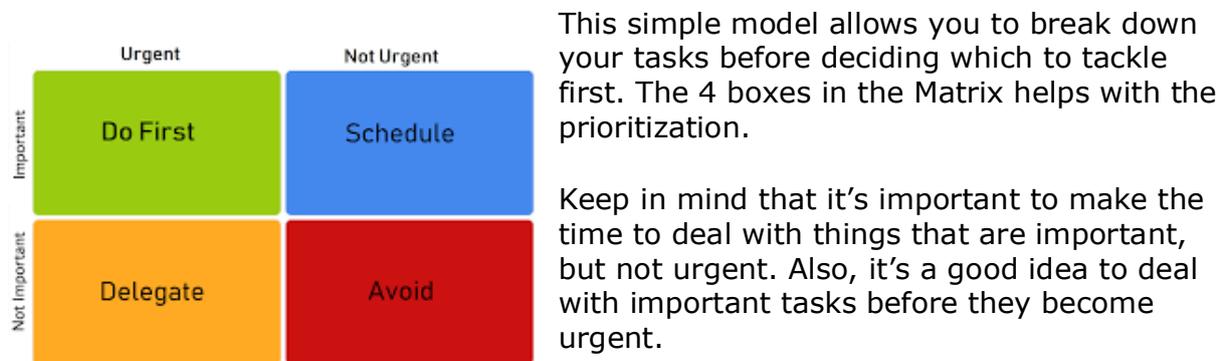


When time is of the essence, and it usually is, you must be able to prioritize *and* think strategically.

Here are 2 highly effective, time-tested models that have helped thousands of leaders do just that:

### 1. The Eisenhower Matrix

To help you distinguish between what's important and what's urgent, get to know the classic Eisenhower Matrix named after the US President who was famous for his timely decision-making ability.



### 2. The Rubber Band Model

To help you deal with the dilemma of choosing between more than one good option, ask yourself: *What's holding me? What's pulling me?*

On first sight this may look like a variation on the classic pro's vs. con's method. However, by focusing on two attractive alternatives it's a more positive and therefore powerful experience.

Remember that when prioritizing between important goals, ask yourself what's more urgent right now and what action will bring you closer to it?



### **STEP 5 - Create action plan.**

If the disrupting events of the last few years (and weeks!) have taught us anything, it's that today's well-thought out plan may be useless tomorrow. This doesn't mean you shouldn't plan. On the contrary. Every 21st century action plan needs two things: 1) The flexibility to adjust when the unexpected emerges...and 2) A feasible back-up plan that you can fall back on – the “pivot”.

And if for some reason you doubt that you're capable of a creative pivot...best-selling author and distinguished Management Professor Mihaly Csikszentmihalyi believes that creativity in the corporate world involves “fluency, or the ability to generate a great quantity of ideas; flexibility, or the ability to switch from one perspective to another; and originality in picking unusual associations of ideas”.

*Switching perspectives, generating ideas, stretching resources* – do any of these skills sound familiar? I'm sure you do all of these. If you didn't have the ability to adapt and be resourceful with what you've got, I think you'd be out of a job.

**Think of this transition as *your* “creative pivot”.**

## **IV. NEXT STEPS - A SUMMARY**

Just to round up here I'd like to reassure you by telling you that this process is hard. You won't always know which way to go or who can help you with what. One day you'll wake up feeling inspired and know exactly what to do. The next day you'll struggle to get out of bed and feel totally overwhelmed. That is okay.

When you wake up and get down to work, try to reconnect with your vision. How do you want to emerge from this transition? And ask: What one small step can I take toward that vision today?

Be kind to yourself. Take action. And let go of the need for this process to be perfect. It won't be. There will be unexpected twists and turns. There could be roadblocks. But remember - you signed up for this. You will navigate the twists and turns and find a way through the roadblocks.

Okay, here is a useful summary of the key points in this document. Please don't delay. Keep focused on the outcome you want. Remind yourself how far you've come. And keep going. Even if it means radical change, just make the change and keep going!



## KEY STEPS

- Get honest about your situation. Before you can move forward you've got to understand your Big Picture...Aristotle was spot on when he said, "know yourself is the beginning of all wisdom". Above all - you want to be focused on the best possible options for your next career move, not on what could go wrong or has gone wrong.
- Update your CV and professional profile. You need to be able to recognize and articulate your skills and accomplishments. Everyone has a unique journey. A unique perspective. It's important that you understand your journey and find your voice. A key here is to pinpoint what makes you stand out.
- Get a coach or mentor. Whether you're looking for the advice or direction of a mentor or guidance and support from a coach, find someone who inspires you. You need inspiration and motivation for your next steps. Reach out for it.
- Prioritize what matters. Always ask yourself, what is most important right now and what action will bring me closer to it. Do that one first.
- Create action plan. Create a plan that is flexible, one that you can adapt with the emerging changes around you. Think of your plan as a compass to guide you, not a map that stays fixed. How useful would a Soviet-era map be on your next trip to former East Germany?
- Lastly, don't dwell too much on the news and what's going on around you. Stay focused on the outcome you want, turn up and do the work. Remember: you hold the key to what comes next!



## V. HOW CAN I HELP YOU?

I really hope this document has added value, given you viable next steps and at the very least give you hope that you can evolve and make it through this moment in history. Can I ask you a favor? If it has helped you, could you email me at [info@tim-nash.com](mailto:info@tim-nash.com) and let me know your biggest take away. Or let me know if something is missing so I can make the update.

Meanwhile, if you'd like more in depth guidance and support, here are a few ways you can work with me right now. Best part - all of them are free!

### 1. HOW TO BRING YOUR BEST SELF

Join my newsletter for free tools & tips straight to your inbox 3-4 x p/month. In addition to actionable articles designed to bring out your Peak Performance, you'll get practical videos and other valuable content you won't want to miss.

[Find out more >>](#)

### 2. WATCH AND LEARN

For inspiring interviews with real Influencers, motivating "how-to" videos and the occasional glimpse into my intercultural experience as an AMERICAN TRANSPLANT, subscribe to The Path To Peak Performance YouTube Channel.

[Find out more >>](#)

### 3. GET SPARRING SESSSION

Book a free Discovery Call with me so I can help you deal with a current critical situation. I can also tell you about my different coaching options if requested and you can ask me your questions.

[Find out more >>](#)

## THANK YOU

Thank you for reading this document, for trusting me to guide you to your Peak Performance and for taking the first steps toward your desired reality. You will find a way to transition into your next move. Just as you have done before.

Don't forget to reach out to me if you have any questions.

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