



**Career Tips Thursday– April 29, 2026**

*Self-Reflection Worksheet*

## **Developing and Sustaining Confidence in Navigating your Career Journey**

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*A self-reflection activity to notice the mindset you are bringing to a current challenge, and shift it deliberately.*

The mindset you bring to a challenge shapes what you see, what you choose, and what you become capable of. This activity walks you through five short steps: pause, name the challenge, listen to the inner dialogue, reframe it, and anchor a more useful state.

### **Objectives**

- Notice the inner narrative you carry into a current career challenge.
- Distinguish the voice of the inner critic from the voice of the inner mentor.
- Reframe one disempowering thought into an empowering one.
- Anchor a state of confidence you can return to.

### **What will help you get the most out of this activity**

A quiet space and a few minutes. This works best when you have a real, current challenge in mind.

### **Part 1: Name the Challenge**

#### **Step 1: Identify what you are working with**

**A current challenge in my career or work life:**

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**Why does this matter to me?**

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What do I fear, doubt, or avoid about it?

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## Part 2: Listen to the Inner Dialogue

We all carry an inner narrative. Some voices empower us. Others, often louder, disempower us. The first step to shifting a mindset is to hear it clearly.

### Step 2: Capture both voices

The inner critic says...	The inner mentor says...

*Tip: the inner critic usually speaks in absolutes ("never", "always", "can't"). The inner mentor speaks in possibility and process ("learning", "yet", "next step").*

## Part 3: Reframe

### Step 3: Turn one disempowering thought into an empowering one

Choose the single sentence from the inner critic column that has the most charge. Work with that one.

Original thought	Reframed as a positive affirmation

Read the reframed version aloud, slowly, three times. Notice what changes in your body.

**What shifted — even slightly — when I said it?**

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## Part 4: Commitment

### Step 4: One small action

Pick one of the following actions for shifting mindsets and commit to practicing it for the next seven days:

- Embrace one challenge as a learning opportunity, one step at a time.
- Replace one piece of negative self-talk with a positive affirmation each morning.
- Take a three-minute mindful pause before one difficult conversation or task.
- Write down three things I am grateful for at the end of each day.
- Ask for feedback from one person I trust.
- Practice self-compassion: speak to myself the way I would speak to a friend.

**My chosen action:**

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**When and where I will do it:**

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**How I will know it is working:**

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### Step 5: Reflection (end of the week)

**What worked?**

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**What got in the way?**

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**What will I keep practicing next week?**

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