

## Career Booklist

### Exploration and Inspiration

Callings, Gregg Levoy. New York: Three Rivers Press, 1997.

This book offers insights into how to know the purpose for our lives. Levoy calls that which enables us to live a fulfilling life a CALLING. He explores the process of finding and following a calling using stories and suggested inquiries. This is not a guidebook but rather an exploration of the facets of receiving a call, knowing when to say yes and when to say no to a call and how to proceed when one accepts a call.

What Should I Do with my Life?, Po Bronson, New York, Random House, 2002

This book has nothing to do with cancer but is a fascinating exploration of how people choose to do what they do. The author travels around and interviews people from all walks of life. If you have an idea of some work you'd like to do but think you can't get from here to there, this book may convince you otherwise. Even more importantly, if you are struggling to think of how you can find fulfilling work, you will be interested in the stories of how others wrestled with that question. This book is not a "how to" but rather an exploration of the many ways that people find their true calling.

The Artist's Way, Julia Cameron. New York: Tarcher, 1992

This book offers a process to claim the artist within each of us. The author defines a set of exercises to heighten one's awareness of what creative energy is within. She guides the reader through the beliefs that stand in the way of our claiming our full creativity.

The Artist's Way at Work, Mark Bryan with Julia Cameron and Catherine Allen, NY: William Morrow and Company, Inc. 1998

Following the format of the first book, The Artist's Way, the author leads the reader through the aspects of creativity at work. He offers exercises and stories of work situations to support looking at what creativity is possible in the world of work.

### The Mechanics

The Pathfinder: How to Choose or Change Your Career for a Lifetime of Satisfaction and Success, Nicholas Lore

This book is laid out in three sections: Living the Life You Love, How to Get There from Here, and Designing your Future Career. It is full of inquiries which guide the reader through a comprehensive process of discovering your ideal work based on your talents, personality, needs, goals and values. It includes practical advice on conducting informational interviews, writing a resume, personal marketing and networking. Exner & Associates conducts frequent virtual discussions on this book - see the Coming Events page at [www.exnerassociates.com](http://www.exnerassociates.com) for details.

Now What? 90 Days to a New Life Direction, Laura Berman Fortgang. NY: Penguin Group, 2004.

*Now What* is a practical guide to finding your next direction, whether it be a new career or a new stage of life. Laura Berman Fortgang is a top coach with an intuitive sense and years of experience in guiding clients. The book contains exercises that lead you through a step-by-step process that works. Having trouble sticking with it? Debra Exner is an Authorized Now What Facilitator and offers group coaching programs using this book and the companion workbook - see the Coming Events page at [www.exnerassociates.com](http://www.exnerassociates.com) for details.

Get Hired Now! A 28-Day Program for Landing the Job You Want, C. J. Hayden, Frank Traditi. Bay Tree Publishing, 2005

Written by a coach and a career strategist, this book is a practical guide to the entire job search process. It is laid out as a 28-Day program with daily action items and checklists, addressing the nuts and bolt of networking, landing and giving interviews as well as support for working through fears, obstacles and challenges.

Working Identity: Unconventional Strategies for Reinventing Your Career, Herminia Ibarra. MA: Harvard Business School Press

Discusses the process, stages and challenges of career transition especially for mid-life professionals.

Zen and the Art of Making a Living: A Practical Guide to Creative Career Design, Laurence G. Boldt. NY: Penguin, 1999.

This practical guide provides a process to follow for those who would like to change how they earn a living. Beginning with exercises to help you clarify your values, interest and strengths, the book continues to provide specific tasks to set new career goals. Tips are offered about how to achieve the goals and guides are provided in how to market oneself. The book includes support for those favoring freelance work, entrepreneurial endeavors, non-profit contributions or corporate work. All the tips use lessons from the traditions of Tao and Buddhism.

Changing Careers for Dummies, Carol McClelland. NY: Hungry Minds, Inc., 2001.

This book contains lots of resources such as websites and associations. Part Three offers several examples of how to take an interest or talent (such as writing or music) and think of a wide variety of career options that are related in some way.

## **Entrepreneurship and Self-Employment**

Free Agent Nation, Daniel Pink. NY: Warner Business Books, 2001

This is a groundbreaking book that looks at the ways in which the world of work has changed and how to be successful and happy as a free agent. It's filled with fascinating stories and each chapter ends with a succinct summary.

Getting Business to Come to You, Paul & Sarah Edwards and Laura Clapitt Douglas. NY: Penguin Putnam Inc., 1998

The Edwards' are the authors of numerous best-selling books aimed at the self-employed.

This comprehensive book offers great advice on positioning, defining your niche and marketing in both traditional and grass-roots ways.

## **Assessments**

Now Discover Your Strengths, Marcus Buckingham and Donald O. Clifton, PhD. NY: The Free Press, 2001

Based upon years of research from the Gallup Organization, this book provides a program to identify individual talents and build them into strengths. A profiling instrument forms the basis of the program and enables the reader to identify predominant themes in their behavior that can translate into personal and career success. The book aims to enhance the reader's self-knowledge as well as to strengthen the reader's capacity to work effectively with different types of people. The book is replete with practical applications of the strength assessments to many facets of everyday life.