

Your aim: Misalignment on the career discussion with your boss Lee (upward conversation)

Part 1: Set the scene

Skills to practice: build rapport; leading the conversation; being clear of your objective

Background

Career Conversations are a new approach to career development at Rio Tinto.

Employees reflect on their values-based performance over the longer term, motivations and experiences, which helps them to plan their career in transparent conversations with their leader. This continuous approach allows employees to define what a successful career and life looks like for them. Career reflections and conversations are a real change for Rio Tinto that will provide meaningful insights into what's important to our people, and into the experience and talent we have in the organisation.

This conversation is the 'Discuss' phase of the process. You are meeting with your boss and this is your chance to practice how you need to have this conversation. You are really keen to get the most from this conversation and are concerned that your boss will not take it seriously.

A useful way for you to prepare for this discussion is for you to complete the Self-Reflection template which is part of the Career Conversation Guides. It is not a mandatory part of the process and you only need to share in this practice session what you are comfortable with. You do not need to 'play a part', just be yourself.

What is Lee like as a leader

Your boss, Lee, is generally a nice person and you get on OK. They tend to be a little disorganised and are often unprepared for your check-ins. They are very focused on the day-to-day delivery of their people, as this reflects on them and how they are seen by more senior leaders in the organisation. When you have previously brought up the direction of your career, they were rather dismissive of the discussion, saying that it was up to you to manage your own career.

You are keen to get Lee on board with where you want to take your career and to even get a little bit of help from them.

Part 2: Discussion of Self-Reflection and what you want to achieve in your career

Skills to practice: putting your case; influencing; leading the conversation; asking for help

- Share and talk about your performance (particularly in relation to the Values), your motivations and experiences as you may have considered in the Self-Reflection.
- Help Lee to understand your achievements.
- Be prepared to challenge Lee if required.
- Get Lee to agree to provide the support that you need.

Part 3: Looking forward

Skills to practice: gain agreement from Lee; ask for them to support you with the next steps; and close with a positive outcome

- Recap the main points of the conversation, the agreed actions to move forward, and timeframes.
- Be clear on what you want to happen next with regard to the Pause, Reflect & Check and the Career Conversations Outcome
- Close on a positive note.