

## Your aim: You are nervous about stating what you feel about your career to your boss Nicky (upward conversation)

### Part 1: Set the scene

Skills to practice: be clear; manage your own emotions; stand up for yourself; have self-awareness of how you are coming across

#### 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 Nicky like as a leader

Your boss, Nicky, is generally a nice person and you get on OK. They are very ambitious, for themselves and for their team. They like to push people and take it as a personal win when one of their team gets promoted or moves to a bigger role. They have pushed themselves hard to get where they are and see that as a badge of honour (having started in a very front-line role).

In this conversation you are concerned that Nicky is not going to like the fact that you don't want to push for the next promotion. When you saw them recently, they said, "Really looking forward to our Career Conversation. We can talk about how we can get you that promotion that you deserve."

## 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 agreement

- 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 Nicky to understand why you are not up for a move/promotion right now.
- Be prepared to challenge Nicky if required – We would expect many employees to be in this position. Rio Tinto needs who are thriving in their current role (enjoying being great at what they do) and are happy to ensure that their skills and knowledge remain relevant for the future.
- Get Nicky to see that being comfortable in your role is a good thing and will not affect your motivation.

## Part 3: Looking forward

Skills to practice: gain agreement from Nicky; 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.