

THE WEB DIGEST

ISSUE 3, 2021

NAVIGATING THE CORPORATE WORLD



WOMEN ENTERING BUSINESS



How to be Successful in the Corporate World in your 20s

BY LAUREN GRZINA - PUBLICATIONS DIRECTOR

The corporate world can seem like a scary place for newcomers as it's different from everything else you've experienced so far. For those wanting to kick start their career in their 20s, here are some tips to help keep you ahead of the rest of the pack.

Maturity

There's no doubt that in the corporate world you need to be mature. In a big organisation with a lot at stake, taking a mature approach to work and challenges will set you apart from your peers. Unsure of how to show this maturity? Observe how your older colleagues and superiors act.

Learn about Personal Presentation

As much as we would like to think that hard work and good ideas are the only things employers are judging you on, surface details can also play a role in a person's perception of you. Personal presentation is a wide umbrella that captures everything from proper table manners and etiquette, to the way you dress, including makeup, jewellery, the way you style your suit or your hair, to even the way you speak and articulate yourself.

Note: The best way to learn about proper etiquette is through research, there are plenty of resources out there for you to learn from.

Find a Mentor

This doesn't have to be a formal agreement, but finding someone who you trust and feel comfortable asking questions of when you don't know something can be powerful as you can have access to knowledge your peers don't.



Transitioning Into my First Corporate Role

BY ANNIE RENOUF - PUBLICATIONS DIRECTOR

Moving into a corporate environment has felt like experiencing a new phase in life, with an added set of responsibilities and obligations. These are some learnings that have helped me transition from working in retail to navigating my first full-time marketing job.

Schedule regular one-on-ones with senior managers

To develop a strategic view and understand how my tasks contributed to company goals, I ask for time with senior leadership and take initiative to make them aware of my work. When I feel that a skillset I have is adding value and could benefit the entire team, I've found it's helpful to share key learnings and offer to showcase my work to others. This provides a safe space for receiving feedback and prioritising my work in alignment with company goals.

In my first corporate job, it is important to remind myself that I'm investing in my future and opening myself up to a life full of learning opportunities.

Ask for professional development opportunities

My job description is not something that limits me to certain tasks, I prefer to take a broad view and learn how to do other tasks. If there is a skill I would like to learn, improve or refine; I ask someone to walk me through a task and see how it fits into being a Social Media Coordinator. I've asked to do courses supported by the company, from office administration to design, from being attentive to company goals and scoping where I can fit in.

Understand how regular commitments can impact workflow

Formal meetings and coffee catch ups are areas to factor in when thinking about my capacity to do work. The occasional brief calls to clarify tasks do add up, but are important if there is an intention and purpose behind them. Before taking on a new project or offering additional help to others, I reflect on whether it is realistic alongside day-to-day tasks, receiving feedback and resolving issues that can arise while working.



Overcoming Imposter Syndrome in the Corporate World

BY PARUL SHARMA - SENIOR PUBLICATIONS DIRECTOR

For many young students and soon-to-be graduates, beginning your first corporate position will be a daunting and largely new experience. The support of senior management, your peers, and mentors will play a big role in helping you be successful.

However, just as important is your attitude and personal mindset. Here is some insight on imposter syndrome and how to not let it hinder you as you step into the corporate world.



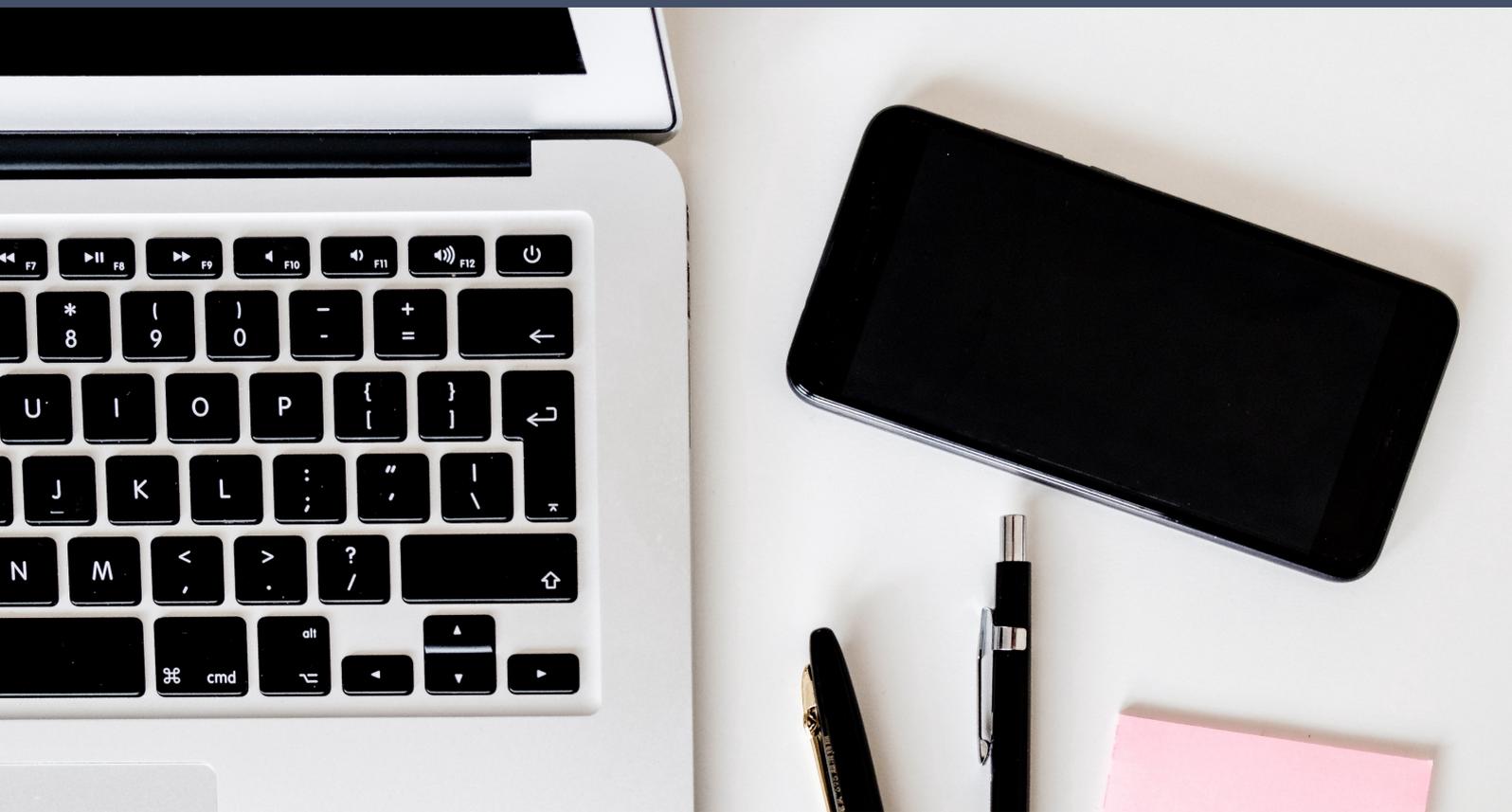
The feeling that you don't belong, don't deserve what you have, or are fraudulent is all too common, especially in the workplace.

It's important to overcome your feelings of inadequacy so that your career decisions aren't fueled by self-doubt or self-sabotaging thoughts. Ultimately, this can limit your future possibilities.

Those that feel like an 'imposter' often believe their failures are their fault and their successes are pure luck. To shift your thinking away from this and into something more realistic, you can take a moment to analyse and trace how your failures and successes came to be. Look for the evidence of an outcome. For example, did you receive an exceptional performance review? Was it just luck, or were there steps you took to make that happen?

This is an ongoing process. However, once well-practiced, you will learn to develop a more realistic frame of mind and create a balance of no longer downplaying your successes and upplaying your failures.





Stay Connected With Us On...



MQUWEB



@mquweb



MQU Women
Entering Business



mquweb.team@
gmail.com



www.womenentering
business.org

