

**Summaries .Com**

BUSINESS BOOK SUMMARIES -- READ LESS, DO MORE

# **GREAT WORK GREAT CAREER**

## **How to Create Your Ultimate Job and Make an Extraordinary Contribution**

**STEPHEN R. COVEY and JENNIFER COLOSIMO**

**STEPHEN R. COVEY** is the author of *The 7 Habits of Highly Successful People* and four other books which have sold more than a million copies each. He is co-chairman of FranklinCovey, a global professional services firm. Dr. Covey is a graduate of Harvard Business School and Brigham Young University. He has also been awarded eight honorary doctorates. *Time* magazine named Dr. Covey as one of the 25 most influential Americans.

**JENNIFER COLOSIMO** is chief learning officer at FranklinCovey. She works as an executive coach and learning catalyst for high-performance organizations. She has more than seventeen years experience in business change management. Jennifer Colosimo is a graduate of Purdue University and worked as a change management consultant at Accenture before joining FranklinCovey.

ISBN 9871-77544-002-4

**SUMMARIES.COM** is a concentrated business information service. Every week, subscribers are e-mailed a concise summary of a different business book. Each summary is about 8 pages long and contains the stripped-down essential ideas from the entire book in a time-saving format. By investing less than one hour per week in these summaries, subscribers gain a working knowledge of the top business titles. Subscriptions are available on a monthly or yearly basis. Further information is available at [www.summaries.com](http://www.summaries.com).

**MAIN IDEA**

Now is the perfect time to be creating a great career for yourself – even if you’re currently unemployed.

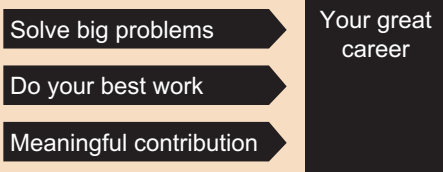
As the economy moves from the Industrial Era into the Knowledge Era, everything is in a state of flux. That means it’s no longer true the only way to succeed is by climbing the corporate ladder with a lifetime employer. Instead, there are no limits to what you can do and how you can shape and mold your own career. It’s now easier than ever before to use your initiative to put together a great career for yourself – something you look back on with pride because it involved doing great work.

To create a great career:

- Understand how to define and then build what you personally would term a “great career”.
- Know the answers to two questions: “What will be my contribution to the world?” and “How will I deliver or make that contribution?”
- Learn how to master the mechanics of the job search process so you maximize your opportunities.

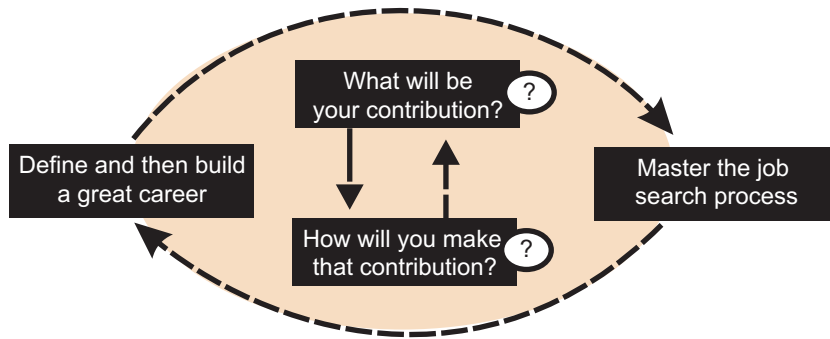
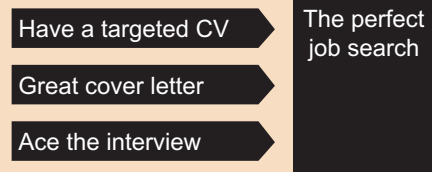
**Define and then build a great career** . . . . . Page 2

There are loads of different ways you can define what is your “perfect career” but when you get right down to it, the perfect career for you will probably be one in which you get to do three key things:



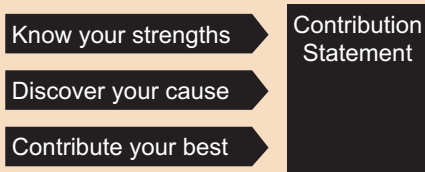
**Master the job search process** . . . . . Pages 7 - 8

Too many people approach searching for a job with a “one-size-fits-all” approach. If you aspire to get the right job, you’ve got to be smarter than that. You need to get three elements right:



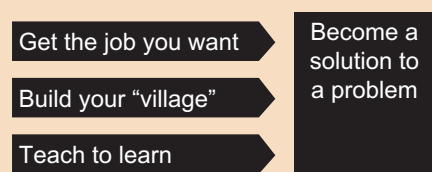
**What will be your contribution?** . . . . . Pages 3- 4

You have to sit down and develop a written Contribution Statement – a statement which sums up what you have to offer to the challenges which energize you the most. Developing a Contribution Statement will involve three elements:



**How will you make that contribution?** . . . . . Pages 5 - 6

Once you’ve developed your Contribution Statement, your focus then moves to how you’ll position yourself in a job where you can actually make that contribution. This will be a matter of overcoming the barriers and then becoming a solution to a critical problem for your employer. Three elements are involved:



# Summaries.Com

The Ultimate Business Library



We condense **300+ page** business books into **8-page** summaries.

By reading summaries, you'll get the **key ideas** in **30 mins**, so you can spend more time turning your ideas into **dollars**.

## Knowledge is Power — Invest in Your Future

For just **\$2 per week**, you will...

- Learn from the mistakes and success of the smartest people in business;
- Get fresh ideas, strategies & motivation that could be worth millions to you;
- Follow emerging trends, so you can catch the wave before your competitors do;
- Catch up on the classics you always wanted to read.

## 1,000 Top Business Book Summaries

Our catalog includes summaries on a range of topics for aspiring entrepreneurs, managers, and consultants.

BUSINESS PLANS

MANAGEMENT

PRESENTATIONS

SALES

LEADERSHIP

MOTIVATION

STRATEGY

AND MORE

