

# Applying Agile Principles for Career Success

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# Agenda

- Introduction
- Where are you going?
- How to get there?
- Staying on the right track
- Questions

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- Previous
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# Where are you going?



# Setting Goals/Commitments

- What do you want to do when you grow up?
- What things do you need to do to get there?
  - Document and post (story cards, computer...)
- Is this goal/commitment...?
  - Independent
  - Negotiable
  - Verifiable/Viable
  - Estimable
  - Sizable
  - Testable



# Priority

- What is the top priority in your career?
- Which commitments are the most important?
  - What are you doing to reach them? E.g. certifications, advanced degree
- What is the top priority day to day in your job?
  - Are you doing that first?
- Challenge management to determine priority to keep from getting overloaded



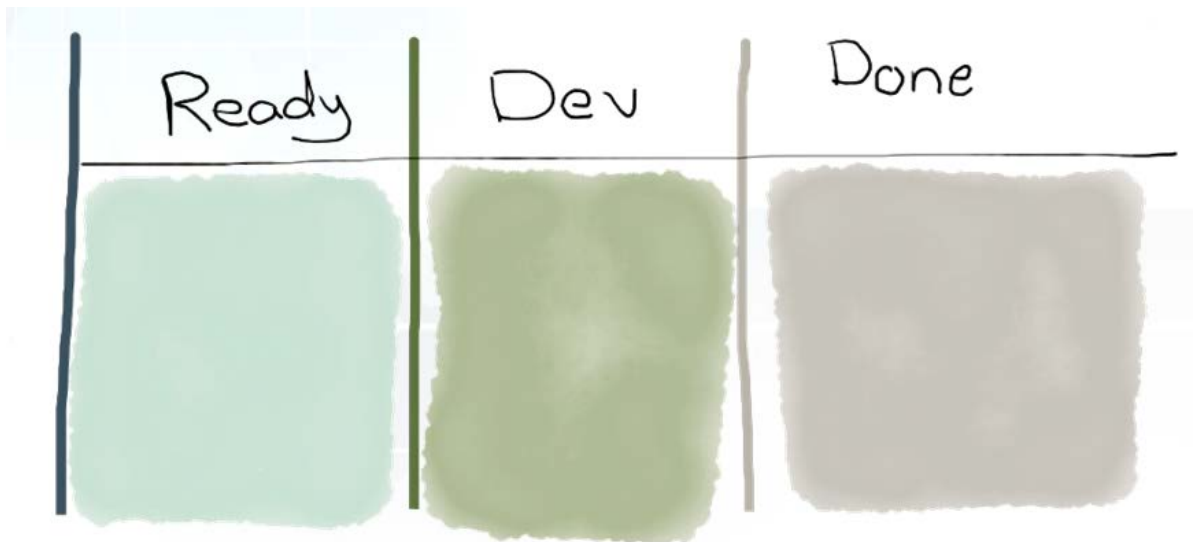
# Definition of Ready

- Can I start on this goal?
- What needs to be done first?
- Do I have dependencies that need to be resolved?
- Is it “ready” or does it need more time?
  - Lower priority
- E.g. PMP certification



# Incremental Planning

- Scrum
  - Timebox and commit
- Personal Kanban
  - Cycle time





# Definition of Done

- How do I know when this is done?
- What do I need to do after it is done?



# How to get there?



# Sustainable Pace

- You can't do everything at once
- Sometimes things will be busier than others
- There should be an end in sight
- Are you on track to meet commitments/goals?
  - "Check-ins"
- Avoid burnout and boredom
  - May be time to make a change



# Timeboxing

- Pomodoro technique
- Only focus on one thing
- Maximize time – only 25 minutes
- Eliminate distractions
  - Close your email
  - Close IM's
  - Close your browser



# Limit Work In Progress (WIP)

- Multi-tasking is not more efficient
- Switching tasks takes time to re-orient
- Finish one task to the extent you can before starting on another (priority)
- Better quality and faster turnaround
- The more things in progress the more chances there are for things to slip



# Staying on the right track



# Single Point of Failure

- Tribal/domain knowledge vs. reusable skills
- Stagnancy
- Irreplaceable – job security
  - Niche
  - Everyone is replaceable
  - Repeatable process for others



# Cross Functionality

- Keep skills current but not limited
- Social media activity
  - Limit WIP
  - Timebox
- Updated Resume
  - Have others review
  - Customizable – look for single points of failure





# Adding Value

- How do you add value?
  - How do you make the company money?
  - Degrees of value separation?
  - Overhead vs. direct capitalization
  - How is your role important?
  - What would they do without you?
- 
- By knowing where you're adding value it can help you determine how you can be more valuable. If you're not being valued it can be time to make a change.



# Retrospective

- Reflection on accomplishments and learnings
- Improvements you want to make
  - Like goals – should be measurable, written down, progress tracked
- Avoid “failure” language
- Yearly, quarterly...



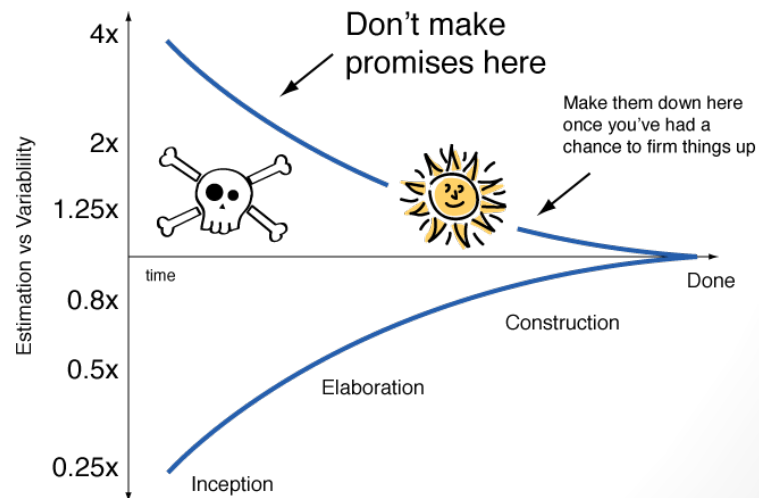
# Shorten the Feedback Loop

- Ask others for feedback – regularly and often
- Constructive criticism
  - From management
  - From peers
  - From mentors
- What action can I start taking immediately?



# Uncertainty is OK

- Adapt to change vs. following a plan
- Don't need to know how to get there all the time
  - Just need to know the next step
  - Heading in the right direction
- Cone of uncertainty – gets more certain the closer you get
- It's OK for goals to change



# Questions?

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