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When starting a new career we jump onto a steep learning curve. In this issue, INCITE readers share the lessons learned from their careers. Here are 12 key insights to get you thinking about how to learn and grow in your career.

Keep an eye on the detail

Many of us have to work hard to keep an eye on the small details. But it's worth it, as making sure you double-check your work will build trust with your colleagues.

Keep up to date

The speed of change in our industry means you are always learning something new. Make the effort and stay on top of changes through networking, reading and using the resources provided by your ALIA membership.

Nothing is impossible

At times, the amount of work on your plate can seem overwhelming. Break tasks down into smaller bits and think about ways you can speed up processes. It will be a lot more manageable.

Communicate

Make sure you reply to emails and phone messages promptly. No matter how busy you are, it is always important to keep on top of your communications.

Specialisation

Find a specialty you really enjoy and become the go-to person for that subject in your organisation.

Create your own solutions.

Instead of taking problems to your manager, take them the solutions to the problems!

Do your research

Need to make an important decision? Do your research so that your decision is informed and so that you can justify it to your team members or management. If you have stakeholders or other staff involved, make sure you include them in your research.

Think community

Always foster relationships. You're sure to encounter the people you work with now again in the future. Always do the right thing and always part on good terms.

Let the reins go

Managers don't always have to control everything. Leadership is also about guiding. Empowering staff to make their own decisions helps them grow.

There is no 'I' in 'team'

If you are part of a team or manage a team, make sure credit is given where credit is due. You can be judged by the influence and your ability to work in a team as much as your ability to do the work.

Consider a mentor

Having a mentor can help guide you through the thick and thin of building your career. A sounding board outside your organisation can give perspective and help you understand where you ultimately want to be.

Network

Networking is crucial to a successful career. Find out what others are doing and learn from them. It will help you to surpass whatever you thought your potential was! ✨