



HOW TO MAKE A DIFFICULT CAREER DECISION

7 STEPS THAT RESTORE CLARITY

A Short Guide for Those
Who Are Stuck Between
“Staying” and “Changing”

INTRODUCTION

Most of us have no trouble making decisions about our own career paths. However, we all sometimes hit a wall created by an overload of thoughts, endlessly analyzing the same scenarios, and ultimately – by the feeling that whatever I choose, I will lose something. In such situations, the decision starts to carry more weight than it should.

As a mentor, I see this very often: the next step is blocked by a lack of clarity.

This guide will not point you toward the one “right” decision. Instead, it will help you organize your thoughts, separate facts from emotions, and get moving.

Discover the 7 steps of the Set Your Sails Model and try the exercises I suggest.

I HOPE YOU FIND THIS MATERIAL
HELPFUL!

A handwritten signature in blue ink that reads "Justine Lorenc".

Justine Lorenc



*A good decision
requires
structure,
not perfection.*

WHERE DOES THE DIFFICULTY IN MAKING DECISIONS COME FROM?

The reason is often one of or any combination of these three elements:

TOO MANY OPTIONS

The more options there are, the harder it is to choose.

CONFLICTING NEEDS

growth ↔ security
peace of mind ↔ ambition
money ↔ meaning

LACK OF THINKING STRUCTURE

You think intensely... but chaotically.



PAUSE FOR A MOMENT CHECK WHAT APPLIES TO YOU:

- ☐ I keep going over things in my head and can't make a decision
- ☐ I feel pressured by time
- ☐ I'm afraid I'll make a mistake
- ☐ I put off making a decision, even though I know it's important



*At least one circled square?
You're exactly the person
this content was created for.*

SET YOU SAILS MODEL

7 STEPS FOR EASIER DECISION-MAKING

1 PAUSE

Not every decision has to be made right away.
Sometimes, the biggest mistake is acting under pressure.

Ask yourself:

Do I really have to decide right now?

2 DEFINE THE DECISION

It Is worth clearly specifying what exactly you are deciding.

For example, instead of:

Should I change jobs?

Ask:

Will I be actively looking for a new role outside my current company over the next 6 months?



*The more precisely you define the decision,
the easier it will be to make it.*

3 SEPARATE FACTS FROM OPINIONS

This is one of the most important steps.

Your mind mixes up:

- ✓ facts
- ✓ interpretations
- ✓ fears
- ✓ predictions

4 DEFINE WHAT IS REALLY IMPORTANT

Choose the 3 aspects that are most important to you:

- ☐ growth
- ☐ stability
- ☐ money
- ☐ influence
- ☐ flexibility
- ☐ meaning

or enter your own:

1 _____

2 _____

3 _____



*You don't make decisions "objectively."
You make them based on your own criteria.*

5⁺ CREATE 3 SCENARIOS

Don't think in terms of "yes/no."
There are always more options.

Your sample scenarios:

1. I stay
2. I leave
3. A middle ground (what?)

This is one of the most important steps.

6⁺ TEST YOUR DECISION

You don't have to make a "forever" decision.
You can test it out.

Question:

What can I test over the next 2–4 weeks?

EXAMPLES:

- ✓ interviews with recruiters
- ✓ networking
- ✓ a side project
- ✓ a change in scope within your current role



Testing turns the pressure of decision-making into an opportunity to verify.

7 CHOOSE AND “FREEZE” YOUR DECISION

A decision isn't the moment when all doubt suddenly disappears. You won't always feel relief, certainty, or enthusiasm. Sometimes, even after making a decision, you'll still feel anxiety, regret over the option you didn't choose, or the thought: "What if I made a mistake?". That's normal. Doubts mean the decision was important, not that it was wrong.

A choice only becomes a decision when you stop replaying all possible scenarios in your mind every day. This means consciously accepting the consequences of the path you have chosen and acknowledging that you won't know the future until you take that first step. You don't have to promise yourself that you'll never change your mind. However, you do need to set a specific timeframe during which you'll give your chosen option a real chance.

Write down exactly what you're choosing, why you're choosing it, and how long you'll be working toward it. Also decide when you will reassess the situation – for example, after 3 months – instead of checking in on it every day under the influence of momentary emotions.

"For the next 3 months, I'll be working toward this goal. I won't revisit this decision every day. I'll observe the facts, draw conclusions, and assess the situation within the set timeframe."



"Freezing" doesn't mean you have to stop feeling. It means you don't let every fear rob you of the ability to act again.

EXERCISES

EXERCISE 1. My Decision

Complete the sentence:

The decision I keep putting off is:

EXERCISE 2. Facts vs. Emotions

Write down everything you know, and separate it from your interpretations.

FACTS	INTERPRETATIONS

EXERCISE 3. Decision Criteria

Rate each option on a scale of 1–5:

I STAY	I LEAVE	MIDDLE GROUND

My middle ground is:

EXCERSISE 4. 3 Scenarios

If I stay:

✓ What I gain: _____

✓ Whay I lose: _____

If I leave:

✓ What I gain: _____

✓ Whay I lose: _____

My middle ground: _____ :

✓ What I gain: _____

✓ Whay I lose: _____

EXCERSISE 5. First Step (72h)

What will I do over the next 3 days?

SUMMARY

To make a decision that is right for you, you don't need 100% certainty. What you do need, however, is clarity to take that first step. If you're still feeling uncertain today, it doesn't mean you won't be able to handle it – it just means you're facing something important. You already have more resources, experience, and opportunities than you might realize right now. You can approach this decision step by step, check the facts, draw conclusions, and adjust your course if necessary.

You will definitely be able to handle it. You are capable of learning as you go and responding to whatever reality brings. At the same time, you don't need to know the entire path. All you need to do is choose the next possible step and take it mindfully. Over time, clarity will grow, and you will discover that you have the strength within you to navigate this change and build a solution that is truly your own.

WHAT IS NEXT?

If this process has helped you organize your thoughts, the next step could be to explore it more deeply – with me as your mentor.

In the mentoring process:

- ✓ we will clarify the decision you want to make
- ✓ we will identify your beliefs and mental blocks
- ✓ we will translate them into concrete actions



If you are at a crucial point in your career, schedule a consultation with me.

I AM LOOKING FORWARD TO WORKING WITH YOU



CONTACT ME

The first consultation is free.
It will help us identify
your challenges,
and it will allow me
to suggest the process
that best suits you.



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