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| Overview |
| Podcast Premise | **Podcast Premise**My goal is to make this **more of a conversation than an interview**. If I do my job, I will take you where you want to go, **following your lead.**   |
| Topics / Theme | The Podcast will be called "Wish I Knew . . . ". We have a **conversation about your career** and what you've **learned over the years** i.e., what you wish you knew early in your career.The **major discussion topics** are around:* Advice (Both received and given)
* Influencers / Mentors / Role Models
* Proud Moments / Significant Accomplishments
* Key Traits / Skills (Soft vs Hard)
* Keys to your Success
* Best career decision
* Any Setbacks / Regrets

***NOTE*** *- Typically, don’t cover these in any particular order.* |
| Discussion Topics | **Opening*** What was your **very first job** (nonprofessional)
* **Snapshot** of your career (less than 5 minutes)
	+ This will be the “Jump off” point
	+ We will walk through your career together
	+ I’ll guide towards questions below

**Advice*** Advice that has **stuck with you**
* Advice you give often

**Influencers / Mentors / Role Models*** People Impacting your career - Mentors / Leaders / Coaches
* Do you have any role models
* How they impacted you
* What about them did you admire
* What have you adopted
* Do you mentor individuals

**Proud Moments / Significant Accomplishments*** What do you consider your greatest accomplishment?
* What are you most proud of?
* Did you have a defining moment in your career

**Key Traits / Skills (Soft vs Hard)*** What traits do you have that have contributed to your success?
* What is your perspective on soft vs hard skills as a path to success
* What do you do well?
* What traits do you look for in young professionals?
* What traits do you feel will propel careers?

**Keys to your success*** Why are you successful?
* What do you do well?

**Best Career Decision** * Was there one decision that was pivotal in your career?
* What or who helped you make this decision?

**Setbacks / Regrets** * Any regrets you’ve experienced in your career?
* Do you factor “regrets” into your decisions i.e. *“I’ll regret not taking this opportunity”*
* What, if any, setbacks did you have in your career, looking back how did they impact you?

***Consulting Questions (as applicable)**** *Do you have a favorite client / project?*
* *Happiest moment in consulting?*
* *Biggest disappointed?*
* *Cringe worthy moment?*
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| Fun Stuff |
| Fun StuffEnd the Podcast *@ ~40 to 45 min mark* | **Your Favorites*** Movie or Book
* Meal
* Vacation spot
* If you had to spend $100 / $1,000 / $100,000 *(Cannot invest it)*
* Any music concert, who would you see, what is the venue
* What did you want to be when you grew up
* Do you have a fantasy career?

**Rapid Fire Questions*** Favorite Candy Bar
* Go to Fast food restaurant
* Pizza, type, crust and toppings
* Favorite TV Show
* Favorite Podcast
* Your best time of year
* Your go to Alcoholic Beverage
* Cat or Dog person or both
* Favorite Holiday
* Morning or evening person
* What was your first car
* Do you have a “dream” car
* What languages do you speak
* Broken bones
* Would you rather be a bird or a fish
* Celebrity crush
* Favorite smell of these 3 – Coffee / Popcorn / Bacon

**Final Question(s)*** Dinner with anyone dead or alive?
	+ Who would it be and what would you discuss
* How do you want to be remembered?
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| Guidance |
| Guidance | **Overall*** **Pausing is great**, no need to rush into a response
* Feel free to **start something over**

*“Ahh shucks, let me start again . . . Pause and then forge ahead”** **Take your time** to think about a thoughtful response
* Stories are magic . . . **"Gary, I have a story about . . . “**
* **Pause anytime** if something happens (Dog, mower, delivery, phone)

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| Timing (60 to 75 min) | **Overall*** **Chat for a bit** to get us settled in
* **Review questions**

Identify what you **like**Which **do not hit the mark*** Where you would like to **focus your time**
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| Start Recording (45 to 60 Min) | **Overall*** Follow the questions (Listed above)
* Then **go from there**, I will tag on to your comments
* **Goal** is to make this into a **conversation**
* Record via Zoom and **I will give hand Queues** when I have a comment or question
* **Let’s have fun** and enjoy
 |
| Post Recording | **Overall*** **Compiling** - Tracks (Gary / Guest) are recorded separately
	+ I can edit when / if we talk over each other
	+ Take overlapping dialogue and separate
* **Edit** – I will edit out the:
	+ Pauses
	+ Umm’s, Ya’knows, “likes”
	+ Glitches / Start overs
* **Introduction** - I will record our introduction separately (~2 Minutes)
	+ Welcome to another episode of “Wish I knew . . .”
	+ Introduction of you
		- Career overview (~4 to 6 points)
		- Highlights of our discussion (~6 to 8 points)
* **Music**
	+ Introduction
	+ Break prior to interview
	+ **No music during** our discussion
* **Post recording**
	+ I’ll send you my edited version .mp3 file and transcript for review
	+ Take a look at the transcript or listen to the recording and let me know if you want any changes
		- If changes, highlight the transcript and I’ll adjust accordingly
 |
| Publishing | **Overall*** **Guest to provide**
	+ Recent high-quality photo
	+ Biography (I’ll incorporate into the introduction)
	+ Will let you know when you Episode will “drop”
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