

The background of the entire page is a dark navy blue, speckled with numerous small stars in white, light blue, and orange. Three larger stars are prominent: a large orange star in the upper right, a medium light blue star in the lower right, and a white outline star in the center. The title 'Job Match Tool' is positioned on the left side, with 'Job' in light blue, 'Match' in white, and 'Tool' in orange. A short orange horizontal line is located below the word 'Tool'.

Job Match Tool

Compare any role based on
Autonomy, Mastery and Purpose



Is this job for me?

Weighing up a job offer, comparing different roles or changing careers? The decision in front of you is big. Most people choose a job based on what they can see on the surface: the salary, the title and the job description. The Job Match Tool helps you look deeper. It measures any role against the three things that research shows drive lasting motivation at work:

Autonomy

Your level of control over the process, schedule and tasks

Mastery

The chance to build skills for your future career

Purpose

Your opportunities to engage in meaningful work

Common traps when choosing your next role

Not giving yourself enough options

Look at different types of jobs to see where your skills could take you.

Not doing enough research

Learn what you can about the company, the role, the team and the strategy.

Choosing ego over growth

A bigger title feels good, but the right role rates highly and continues your career thread.

Deciding when you are not on steady ground

Get personal stability before making major life decisions.

What you will learn

The ratings are important but why you chose them is also valuable. By the end of this process you will have:

- A clear preference for one role over the others and a good picture of *why*
- A better understanding of yourself and where your career is at
- Sharper questions to ask at interview
- A method you can use again. Job comparisons happen months or years apart. The Job Match Tool means you can compare a new opportunity with roles you have considered before, without being swayed by how you feel at the time.

Three steps for each role

- 1 Start with the job description.** Highlight the words that speak to you about Autonomy, Mastery and Purpose.
- 2 Break it down.** Write notes about this specific job based on the position description or job ad, your own research or what you learnt at interview. Remember these could be positive or negative.
- 3 Rate the Role.** Review all your notes again and use the Ratings box to give a rating from 1 to 10 for each criteria.

A

Autonomy

Your level of control over the process, schedule and tasks.

WHAT TO LOOK FOR

High autonomy roles are self-directed and you lead, shape or develop the strategy for your team. There are options for flexible/hybrid work, taking on budget or hiring responsibility and you would report to a senior leader.

WHAT THE RATINGS LOOK LIKE

Low	★ ★ ☆ ☆ ☆ ☆ ☆ ☆ ☆	You follow direction to complete tasks and have limited access to training and development.
Medium	★ ★ ★ ★ ☆ ☆ ☆ ☆	You can make low-level decisions when a process moves outside the standard procedure, but you will be expected to report this to your manager.
High	★ ★ ★ ★ ★ ★ ★ ☆	You manage people and develop future business strategies. You manage a budget that others help you achieve. You report to key decision makers on where the plan needs changing or about new trends you've identified.

KEEP IN MIND

Roles are stepping stones. Some roles help you build the path to where you want to go.

Autonomy requires trust. If you want more autonomy look for opportunities where you can build more trust. How can you build trust? Take responsibility for more than your current role requires.

QUESTIONS TO PROMPT YOUR NOTES

- 1 Who would I report to and what is their management style?
- 2 Am I ready for this type of work and level of responsibility?
- 3 How much say would I have over what I do each day?
- 4 How many of my goals and targets would be up to others?
- 5 Would I be responsible for people, a budget or a project?
- 6 How quickly could I build trust and earn more autonomy?
- 7 What parts of the role are tightly controlled or under direction?
- 8 What did I have control over previously that I want to protect?
- 9 Does this role move me forward in self-directed work? Big step or little step?
- 10 How much autonomy do I actually want right now and why?

M

Mastery

The chance to build skills for your future career.

WHAT TO LOOK FOR

High mastery roles provide opportunities to experience new areas of work, receive mentoring or coaching, develop a career pathway, work with senior leaders or be part of cross-functional, new or growing teams.

WHAT THE RATINGS LOOK LIKE

- Low** ★ ★ ☆ ☆ ☆ ☆ ☆ ☆ Limited potential to learn and use new skills and no clear path to move into more challenging roles.
- Medium** ★ ★ ★ ★ ☆ ☆ ☆ ☆ There are opportunities to learn and contribute outside your role, but limited scope to attend specialised training, join important meetings, or move into more senior roles.
- High** ★ ★ ★ ★ ★ ★ ★ ☆ You have a learning and development plan to help you move forward and opportunities to work in new areas that you find interesting. You can see a pathway to more senior roles where you will contribute to something bigger.

KEEP IN MIND

Mastery is a lifelong process. What you want to master can change. Give yourself permission to look into new areas that you enjoy. You are the one to decide where to spend your time and effort so when you find the things that light you up, do more of it!

Mastery is an attitude, not an outcome. We are motivated when we can do the type of work that makes us a better version of ourselves.

QUESTIONS TO PROMPT YOUR NOTES

- 1 What new skills would I learn in the first 12 months?
- 2 Which of my existing skills would I use most?
- 3 Which of those skills do I actually enjoy using?
- 4 Is there a learning and development plan or budget?
- 5 Who could I learn from?
- 6 What else could I do in this role?
- 7 Is there a pathway to more senior roles?
- 8 Is the challenge too easy, just right or overwhelming?
- 9 What would I be better at in two years' time?
- 10 Would this work light me up?

P

Purpose

Your opportunities to engage in meaningful work.

WHAT TO LOOK FOR

High purpose roles have a clear mission and you care about the people or communities who benefit. You have opportunities to make a real impact on the outcome and a clear line from your role to the overall strategy.

WHAT THE RATINGS LOOK LIKE

- Low** ★ ★ ☆ ☆ ☆ ☆ ☆ ☆ ☆ You are in the role to get paid so you can meet your basic needs.
- Medium** ★ ★ ★ ★ ★ ☆ ☆ ☆ ☆ Whilst things still need to get done, the role allows some meaningful work. At the end of each week you feel like you got more than only your work done.
- High** ★ ★ ★ ★ ★ ★ ★ ★ ☆ Most of your everyday work is meaningful. Your basic needs will be met and you are confident this will continue.

KEEP IN MIND

Humans are drawn to work that brings meaning to their life. This could be necessary work to earn money for our basic needs through to volunteering at a not-for-profit.

Your role has purpose when you are proud to tell people what you do. Purpose is specific to you and to the role. You will experience purpose when a role allows you to express yourself and be a part of something bigger.

QUESTIONS TO PROMPT YOUR NOTES

- 1 Why does this organisation exist, and what difference does it make?
- 2 How does this role contribute to that?
- 3 Which of my values would this role let me express?
- 4 Which of my values might it test or challenge?
- 5 Who benefits from the work I would do?
- 6 At the end of a week, what would I feel I had achieved beyond my tasks?
- 7 Would this role meet my basic needs now and into the future?
- 8 How does this role fit with the rest of my life?
- 9 Would I be proud to tell people what I do?
- 10 Does this role move me forward on something bigger than this job?

Take your time and use the following pages to complete separate Job Profiles for any roles you want to compare. If you need more space for making notes then go large by using poster notes or whiteboard but make sure you keep a copy.

JOB PROFILE

ROLE TITLE

ORGANISATION

DATE

Ratings Circle or colour in one star per row.

A Autonomy



M Mastery



P Purpose



There is no 7. A rating of 7 is the safe middle ground that lets you avoid a decision. Choose a 6 or an 8. Be honest about which way the role leans.

A

Autonomy

Your level of control over the process, schedule and tasks.

*Prompt questions
on page 3*

1

6

2

7

3

8

4

9

5

10

JOB PROFILE

M

Mastery

The chance to build skills for your future career.

Prompt questions
on page 4

1

6

2

7

3

8

4

9

5

10

P

Purpose

Your opportunities to engage in meaningful work.

Prompt questions
on page 5

1

6

2

7

3

8

4

9

5

10

A job description only shows part of the picture. Use your notes to plan the questions you will ask at interview, then come back and update this profile with what you learn.

JOB PROFILE

ROLE TITLE

ORGANISATION

DATE

Ratings Circle or colour in one star per row.

A Autonomy



M Mastery



P Purpose



There is no 7. A rating of 7 is the safe middle ground that lets you avoid a decision. Choose a 6 or an 8. Be honest about which way the role leans.

A

Autonomy

Your level of control over the process, schedule and tasks.

*Prompt questions
on page 3*

1

6

2

7

3

8

4

9

5

10

M**Mastery**

The chance to build skills for your future career.

*Prompt questions
on page 4*

1

6

2

7

3

8

4

9

5

10

P**Purpose**

Your opportunities to engage in meaningful work.

*Prompt questions
on page 5*

1

6

2

7

3

8

4

9

5

10

A job description only shows part of the picture. Use your notes to plan the questions you will ask at interview, then come back and update this profile with what you learn.

JOB PROFILE

ROLE TITLE

ORGANISATION

DATE

Ratings Circle or colour in one star per row.

A Autonomy



M Mastery



P Purpose



There is no 7. A rating of 7 is the safe middle ground that lets you avoid a decision. Choose a 6 or an 8. Be honest about which way the role leans.

A

Autonomy

Your level of control over the process, schedule and tasks.

*Prompt questions
on page 3*

1

6

2

7

3

8

4

9

5

10

M**Mastery**

The chance to build skills for your future career.

*Prompt questions
on page 4*

1

6

2

7

3

8

4

9

5

10

P**Purpose**

Your opportunities to engage in meaningful work.

*Prompt questions
on page 5*

1

6

2

7

3

8

4

9

5

10

A job description only shows part of the picture. Use your notes to plan the questions you will ask at interview, then come back and update this profile with what you learn.

Bringing it all together

Place your completed Job Profiles side by side and compare them. Is there one that stands out? Which is the least attractive? Why?

When the scores are close, go back through your notes for each section. Ask yourself which of Autonomy, Mastery or Purpose matters most to you right now, give it preference over the other two, and see what that means for your choice. Sometimes the right decision is accepting a lower rating you can live with in exchange for a higher rating in the area that matters more.

Look beneath the surface



Think of your Job Profiles as an iceberg. The notes you have written are the tip of the iceberg, now visible above the water. The reasons *why* you wrote those notes are the much larger picture below the surface.

Some of those reasons will not be clear straight away. Allow space for new reflections to surface over time. Go back through your Job Profiles and make a separate list of the notes that are repeated across roles. They can be positive or negative, but they are all valuable pieces of information about your current preferences.

NOTES THAT REPEAT ACROSS MY JOB PROFILES

Next steps

If you complete this process for roles you have already had, you may notice a common thread running through your career: the skills, values and interests that keep showing up in the roles you were drawn to. Your best next role continues that thread.

Share your thoughts with family and friends who can listen without judgement or advice. Saying things out loud often brings new insights to the surface. If this is not possible, individual professional coaching can provide personal insights and encouragement to help you move forward on your journey to a new role.

When it comes to choosing your next best job, it's not what you'll do that counts, it's who you will become.

Copyright & Legal Notice

Job Match Tool V1.0 © 2026 Reset Therapy & Coaching Pty Ltd. All rights reserved.

COPYRIGHT NOTICE This workbook and all of its contents, including but not limited to text, frameworks, exercises, methodologies, graphics, layout, and design, are the intellectual property of Reset Therapy & Coaching. This work is protected under Australian copyright law and applicable international copyright treaties.

PERMITTED USE Purchase of this workbook grants the buyer a single-user, non-exclusive, non-transferable licence to access and use this material for personal development purposes only. You may print one (1) personal copy for your own use.

PROHIBITED USE You may not, under any circumstances copy, reproduce, republish, upload, transmit, or distribute any portion of this workbook in any form or by any means, without the express prior written permission of Reset Therapy & Coaching. You are not permitted to share, forward, resell, or gift digital copies of this workbook to any third party or use this workbook, or any of its content, frameworks, or methodologies, for commercial purposes, including training, facilitation, consulting, or coaching. You are not permitted to modify, translate, adapt, or create derivative works based on this material or remove, alter, or obscure any copyright, trademark, or proprietary rights notices contained within this workbook.

DISCLAIMER The content of this workbook is intended for personal and professional development purposes only. While every effort has been made to ensure the accuracy and effectiveness of the information presented, Reset Therapy & Coaching does not make any representations or warranties of any kind regarding the completeness, accuracy, reliability, or suitability of the content. Results will vary between individuals. Reset Therapy & Coaching does not guarantee specific personal, professional, or financial outcomes as a result of completing this workbook. Nothing in this workbook constitutes professional psychological, medical, legal, or financial advice. If you require professional support, please consult a qualified professional.

REFUND & ACCESS POLICY Due to the digital nature of this product, all sales are final once the workbook has been accessed or downloaded. A 30-day satisfaction guarantee applies where the buyer can demonstrate that the workbook has been substantially completed and the buyer remains unsatisfied. Refund requests must be submitted in writing to Reset Therapy & Coaching within 30 days of the purchase date.

GOVERNING LAW This licence and all related matters are governed by the laws of Queensland, Australia. Any disputes arising from the purchase or use of this workbook shall be subject to the exclusive jurisdiction of the courts of Queensland, Australia.

Autonomy, Mastery and Purpose are drawn from Daniel H. Pink, Drive: The Surprising Truth About What Motivates Us (2009). The Job Match Tool and its rating method are frameworks of Reset Therapy & Coaching.