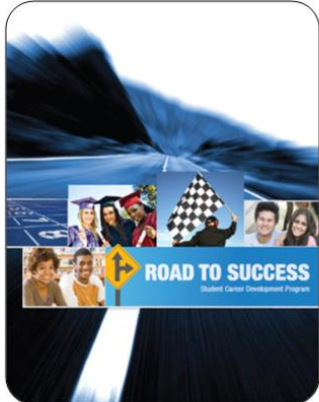


CAREER PLAN

Name:
School:

- How Do I Make Decisions
- I Have Skills; Skills for Success
- Holland Categories: Who I Am
- Career/Job Values That are Important
- Time Makes a Difference
- Improving Myself
- Starting My Career Plan Activity
- Job/Career Matching

- My SWOT Analysis
- Identifying My Action Steps
- Action Steps Progress
- Identifying a Good Fit
- My Review and Reflection Activity
- Moving Forward Checklist
- Notes



Print All
Close

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I Have Skills; Skills for Success

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Read the list below and check off each item that you think you can do well. Place as many check marks as you like.

- | | |
|---|---|
| <input type="checkbox"/> Helping others | <input type="checkbox"/> Playing a sport |
| <input type="checkbox"/> Figuring out new ideas | <input type="checkbox"/> Leading others |
| <input type="checkbox"/> Organizing things | <input type="checkbox"/> Fixing cars/machines/computers |
| <input type="checkbox"/> Doing my friends hair/makeup | <input type="checkbox"/> Creating webpages |
| <input type="checkbox"/> Managing people or projects | <input type="checkbox"/> Inventing something |
| <input type="checkbox"/> Training or teaching others | <input type="checkbox"/> Planning activities or events |
| <input type="checkbox"/> Giving good advice | <input type="checkbox"/> Doing math problems |
| <input type="checkbox"/> Writing stories | <input type="checkbox"/> Playing a musical instrument |
| <input type="checkbox"/> Doing science experiments | <input type="checkbox"/> Drawing or painting pictures |
| <input type="checkbox"/> Selling something | <input type="checkbox"/> Gaming on the computer |
| <input type="checkbox"/> Entertaining others | <input type="checkbox"/> Other |
| <input type="checkbox"/> Researching information | |



Career/Job Values That are Important

Print Page

Check all the Career/Job values that are important to you.

- | | | |
|--|--|---|
| <input type="checkbox"/> Helping people | <input type="checkbox"/> Working by myself | <input type="checkbox"/> Using my skills |
| <input type="checkbox"/> Being honest | <input type="checkbox"/> Making a lot of money | <input type="checkbox"/> Feeling what I do is important |
| <input type="checkbox"/> Being a leader | <input type="checkbox"/> Having time for friends and family | <input type="checkbox"/> Working with people I like |
| <input type="checkbox"/> Taking risks, liking adventure | <input type="checkbox"/> Developing something new/innovative | <input type="checkbox"/> Doing one thing very well |
| <input type="checkbox"/> Feeling important | <input type="checkbox"/> Working with other people | <input type="checkbox"/> Being competitive |
| <input type="checkbox"/> Getting to do many different things | <input type="checkbox"/> Feeling respected by others | |
| <input type="checkbox"/> Feeling people listen to my ideas | <input type="checkbox"/> Having fun | |
| <input type="checkbox"/> Working hard | <input type="checkbox"/> Feeling challenged | |
| <input type="checkbox"/> Using my creative talents | <input type="checkbox"/> Working outdoors | |
| <input type="checkbox"/> Continuing to learn | <input type="checkbox"/> Having someone tell me what to do | |

List any additional career/job values that are important to you that are not on the list.

Chose your top five career/job values.



Identifying My Action Steps

Print Page

	Action Steps	Specifically How I Will Accomplish Each Step	Date to Complete
Strengths	1.		
	2.		
	3.		
Weaknesses	1.		
	2.		
	3.		



SAMPLE
PAGES

Action Steps Progress

Print Page

Review the Action Steps you completed in the previous activity based on the information you entered in the "Date to Complete" column.

	Action Steps	C=complete SW=Still Working ND=Nothing Done NAS=New Action Step	What I Have Done	What I Still Need to Do	Time-Frame
Strengths	1.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	2.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	3.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
Weaknesses	1.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	2.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	3.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			



Moving Forward Checklist

Print Page

Having a checklist is helpful. This checklist is just a beginning list; you should add other steps you want to take that are specific to you and your goals. **As you complete an action on this Check List, check it off and enjoy the satisfaction of a job well done.**

<input type="checkbox"/>	I have decided on the career or types of job I will pursue.
<input type="checkbox"/>	While pursuing my goals I am keeping in mind that the career or job I am pursuing is realistic at this time and matched at least some of my interests, skills and values.
<input type="checkbox"/>	I have selected classes that support my interests, skills and values.
<input type="checkbox"/>	I have developed a plan for searching for a job or the continuing education needed to realize my career/job goals.
<input type="checkbox"/>	I have developed a list of my skills that I want to use in the workplace. This list includes examples from jobs, internships, volunteer experiences or coursework that demonstrated my competency for each skill listed.

