

# My career action plan

## Developing your plan of action

- Where are you now? What are your attributes, skills, experiences, values?
- Where you would like to be in the future?
- Explore alternative routes and take steps towards realising your vision
- Create your action plan to achieve long and short term goals

## Points to consider

- Is the plan realistic?
- Have you broken down larger goals into smaller targets and tasks?
- Have you identified priorities (A – high, B - medium, C - low) and set a timescale?
- Do you have a contingency plan?
- Review your plan regularly.

Long term vision:	Priority (A – high, B - medium, C - low)	By when?

## Short term goals & action steps - what do you need to do?

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Some useful websites to use for goal setting are [Mind Mapping](#) and the [Windmills Programme](#) .

## Careers & Employability Service

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