



A Simple Career Plan

A roadmap for your career to help you make well informed decisions about your career and stay focused and motivated.



Step 1: Identify your skills and interests

- What am I good at? What are my key skills?
- What are my interests, motivations, and values?
- What did I most enjoy at university?
- What kind of lifestyle do I want?
- What do I want from my career?
- What is important to me?

Step 2: Research and Explore Career Ideas

Compile a shortlist of around five to ten jobs, before considering the advantages and disadvantages of each in terms of:

- Career development and training
- Employment outlook
- Entry requirements
- Job description
- Related jobs
- Salary and conditions

Step 3: Make a Decision

To help decide, ask yourself the following questions:

- Will I enjoy doing the job every day?
- Does it meet most of my preferences?
- Do I have the right skills?
- Does the company fit with my values?
- Are there any location/financial/skills limitations I need to consider?
- Is the job realistic in terms of salary?

Step 4: Set yourself achievable goals

What are the next steps you now need to take?

- Short, medium, and long-term goals.
- Constantly review your progress.
- SMART – specific, measurable, achievable, realistic and timebound



Miguel Desport during his Internship, © Alys Tomlinson

Your Career Plan

Your task	Your plan
1. Identify your skills and interests	
2. Research and explore career ideas	
3. Make a decision	
4. Set yourself achievable goals	Short term:
	Medium term:
	Long term: