**CAREER GOALS WORKSHEET**

|  |  |
| --- | --- |
| **Primary Career Interest** |  |
| **Long-Term Professional Goals** |  |
|  |
|  |
| **Short-Term Professional Goals** |  |
|  |
|  |
| **Activities to Reach Goals** |  |
|  |
|  |
| **Current Tasks That Contribute to Long-Term Goals****How Can These Tasks Be Emphasized and Performed More Frequently?** |  |
|  |
|  |
| **Current Tasks That Do Not Contribute to Long-Term Goals****How Can These Tasks Be Minimized or Eliminated / Delegated?** |  |
|  |
|  |
| **Additional Skills / Knowledge / Experience Needed to Attain Goals** |  |
|  |
|  |
| **Progress Checkpoints & Tasks** |  |
| **What Activities Will Contribute to Reaching Goals, And How / When Will They Be Completed And Monitored?** |  |
|  |
|  |
|  |