

# CAREER DEVELOPMENT GOAL:

## Pass a civil service exam\*

All young people should complete at least one career development experience/activity that is in line with their interests, strengths, needs, and academic situation.

REQUIRED STEPS (COMPLETE ALL)	COMPLETED?	DATE	PROGRESS NOTES
<input type="radio"/> Discuss various options, requirements, and timeline with young person	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Apply to take an exam	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Provide weekly emotional and persistence support	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Check-in with young person before the exam	<input type="radio"/> YES <input type="radio"/> NO		

POTENTIAL STEPS (EXPLORE IF NEEDED/APPLICABLE)	COMPLETED?	DATE	PROGRESS NOTES
<input type="radio"/> Enroll in the ACS Civil Service Preparation program	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Persist in the ACS Civil Service Preparation program; check-in with young person	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Connect young person to a tutor	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Help young person create a study plan	<input type="radio"/> YES <input type="radio"/> NO		
<input type="radio"/> Other	<input type="radio"/> YES <input type="radio"/> NO		

**\*ONCE GOAL IS COMPLETED:**

- Review additional Career Development Experiences/Activities on **page 14** and relevant Career Development Goals worksheets on **pages 85-125**.

GOAL TRACKING		
START DATE: _____	<b>GOAL COMPLETED</b>	<input type="checkbox"/> <b>GOAL CHANGED</b>
YOUTH NAME: _____	<input type="checkbox"/> <b>YES</b>   EXAM PASSED: _____	DATE: _____
COACH: _____	<input type="checkbox"/> <b>NO</b>   NOTES: _____	NEW GOAL: _____
		NOTES: _____

**ADDITIONAL NOTES**

A large, empty rectangular box with a thin black border, intended for writing additional notes.