

# CAREER DEVELOPMENT GOAL:

## Conduct Career Exploration & Preparation\*

All young people should complete this worksheet every year.

REQUIRED STEPS (COMPLETE ALL)	COMPLETED?	DATE	PROGRESS NOTES
<input type="checkbox"/> Conduct career exploration <i>(Select at least one activity listed in Potential Steps below)</i>	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Create or refine/update resume	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Discuss career development goals for the year, and potential activities and opportunities in line with these goals	<input type="radio"/> YES <input type="radio"/> NO		

POTENTIAL STEPS (SELECT AT LEAST 1)	COMPLETED?	DATE	PROGRESS NOTES
<input type="checkbox"/> Complete career exploration assessment on platform (Hats and Ladders, Career Cruiser, etc.)	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Complete career interest assessment	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Discuss options with Career Development Specialist	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Participate in informational interview	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Participate in job shadowing experience	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Prepare for and attend a Career Fair/event	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Attend networking event	<input type="radio"/> YES <input type="radio"/> NO		
<input type="checkbox"/> Other:	<input type="radio"/> YES <input type="radio"/> NO		

**\*ONCE GOAL IS COMPLETED:**

- Keep repeating every year
- Review Career Development Goals Roadmap on **page 14**

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

**ADDITIONAL NOTES**

A large empty rectangular box for taking notes, bounded by a thin black line.