

CAREER ROADMAP

STEP ONE: TAKE STOCK

Current Job Title

**Start Date of Current Job
(month/year):**

Current Salary:

**What I Like Most About My Current
Job:**

STEP TWO: ARTICULATE YOUR GOAL

What Is Your Goal?

STEP THREE: MAKE A PLAN

**What Are the Specific Steps (Tasks)
You Need to Take In Order to
Achieve Your Goal?**

STEP FOUR: TAKE ACTION

**What Help (Outside Assistance) Do
You Need to Reach Your Goal?**

Who Is Your Accountability Partner?

STEP FIVE: MEASURE YOUR PROGRESS

**How Close — or How Far Away — Are
You To Reaching Your Goal At This
Moment?**

**Do You Need to Make Any
Adjustments in the Goal, Tasks, or
Deadline?**

Make SMART Goals

S

Specific

What do I want to accomplish?
Why am I pursuing this?
What are the requirements?
What are the hinderances?

M

Measureable

How will I measure progress?
How will I know when the goal
is acheived?

A

Attainable

How can this goal be achieved?
What are the specific steps?

R

Relevant

IS this the right time?
Do I have the resources
needed?
Does this goal line up with long
term objectives?

T

Time-bound

How long will this take?
What are my deadlines?
When will I work on the steps
needed to achieve this goal?