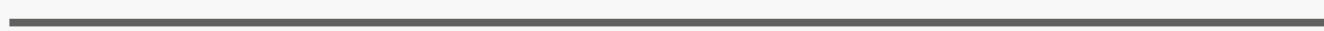
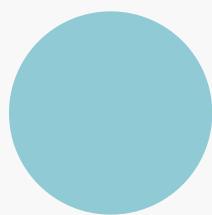


# My Career Master Plan



This is how I'm going to smash it





# My Career



This is what I want to do





# My Interests

I want to...

## Top Tip!

Think about the work that interests you. What sector do you want to master? E.g. Construction, Marketing or Medical  
What specialist do you want to shine in? E.g. Leader, Entrepreneur or Surgeon





# My long-term goals

My main Career Goal is to:

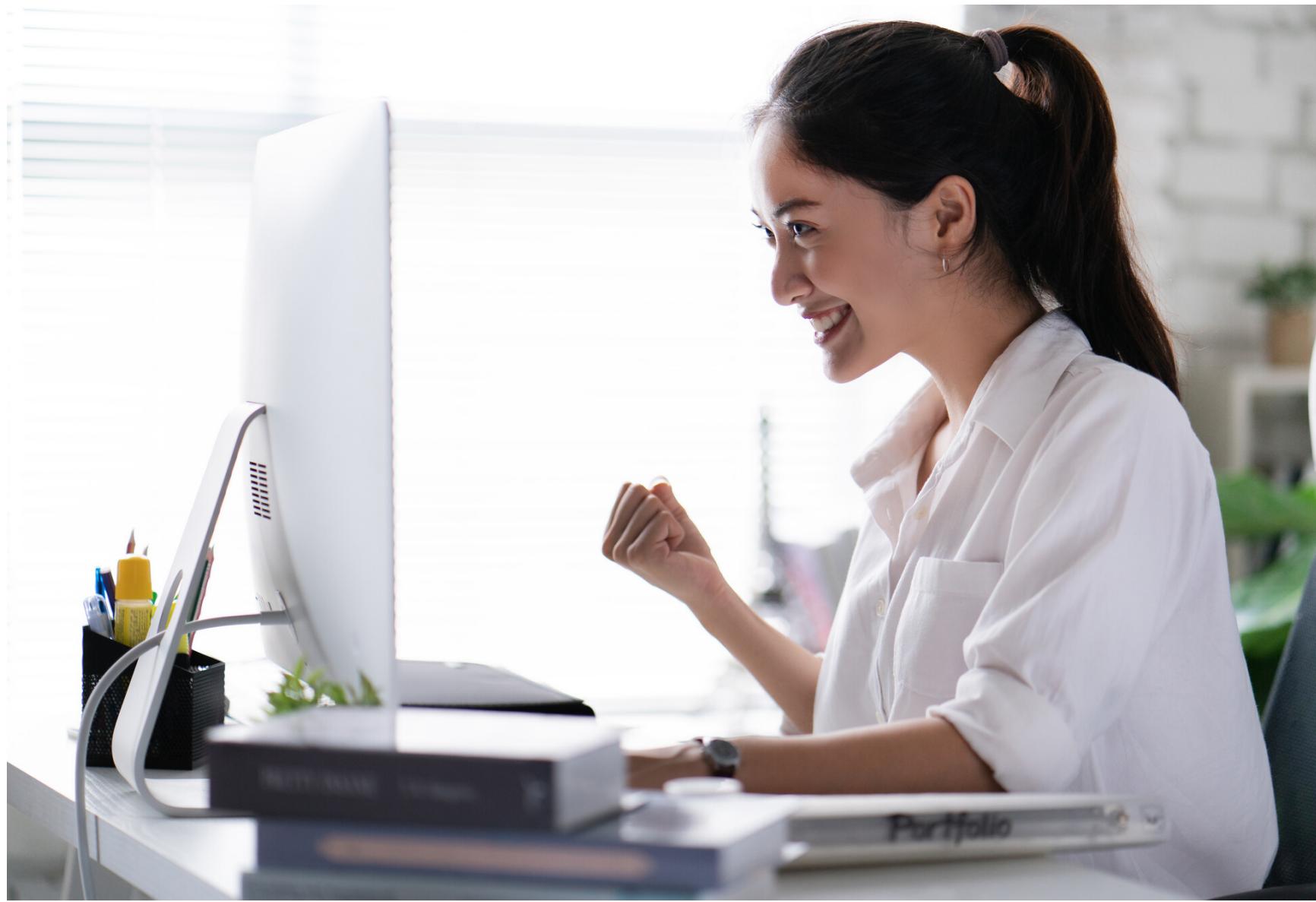
Before this I will:

Before this I will:

## Top Tip!

Think about the career goals and achievements you will smash on route. For example, if your ambition is to run your own Retail business, you might first aim to be a Store Manager, then Regional Manager to develop your expertise.





# My short-term goals

My first goal is:

And I will also:



Top Tip!

Short-term goals should be about the skills, experience and knowledge you will develop to help you achieve your long-term goals. For example, if you want to be a manager, a short-term goal may be to go on a management programme.





# I will need

These skills

This experience:

These qualifications:

Top Tip!

Think about your long and short-term goals. What are the skills, experience and qualifications you will need to achieve each of them?





# Today I have

These skills

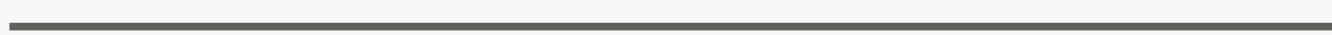
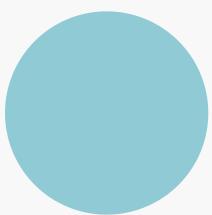
This experience:

These qualifications:

Top Tip!

Write the skills, experience and qualifications you already have. Now you know where you should focus your actions to master your career!





# Success



This is my future



# Visualisation Technique

Top-Tip!

Complete this activity in a relaxing environment.

1. Start by closing your eyes and take three slow deep breath, concentrating on your breathing.
2. Now, continue to take slow, deep breaths and imagine a time in the future when you have succeed in achieving your career goals.
3. Look through your own, successful, eyes and visualise what success looks like for you.
4. See the colours, places and people.
5. Then listen to the sounds you hear, how loud and clear they are.
6. And use your senses to feel your future success. Feel the emotions, and the heat, and the textures of your success.
7. Make the sights brighter and clearer. Make the sounds louder and more crisp. Make the feeling of success more powerful and exhilarating.
8. Create a compelling, memorable future that you will have once you have achieved your career goals.

This is your success





# Succeeding

Top-Tip!

Complete the Visualisation Technique before filling this in.

This is how it will look

This is how it will sound

This is how it will feel





# Succeeding

What WILL happen when you  
DO succeed

Top-Tip!

This list will help you picture all of  
the great things that will definitely  
happen when you succeed.





# Succeeding

What WILL happen if you  
DON'T succeed?

Top-Tip!

This will remind you of the consequences of not achieving your goal, whether they're positive or negative consequences.





# Succeeding

What WON'T happen if you  
DO succeed?

Top-Tip!

Knowing what won't happen as a result of success will keep your vision of success realistic.





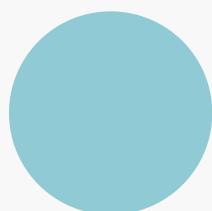
# Succeeding

What WON'T happen if you  
DON'T succeed?

Top-Tip!

This list will help you be realistic  
about the consequences of not  
achieving your goal.





# The master plan



One step at a time





# The master plan

Step 1 is:

Top Tip!

Start with the first thing you need to do on the way to your career goal. Is it to talk to your boss? Find some courses? Or even do some volunteering?

Don't forget to set your deadline!

I will complete this by:





# The master plan

Step 2 is:

Top Tip!

So you've smashed Step 1. What's the next thing you need to do to move closer to your career goal? And when will you do it by?

I will complete this by:





# The master plan

Step 3 is:

Top Tip!

Well done. Step 2 done.

What next?

I will complete this by:





# The master plan

Step 4 is:

Top Tip!

You're 3 steps closer to your career goal.  
Set yourself one more thing to do before  
you review and set some more goals.

I will complete this by:





# The master plan

Where am I now?

Top Tip!

You've made some great progress.

Take a chance to see where you are now against your goals. Need to change anything? Make it clear then set your next steps!



# Useful Reminders

You can achieve anything, so be clear about your career ambitions.

Positive, forward looking goals are proven to be the most achievable.

Overcoming challenges make the reward of success even sweeter.

Plan, visual and celebrate each step to succeeding, you'll be amazed at the difference it makes.

Remember! Success is a journey. Sometimes it moves fast, other times is more of a challenge.

Finally, know that your future is LIMITLESS and you can achieve ANYTHING with the right plan.

Get ready to live YOUR LIFE! YOUR WAY!