

My professional goals

VOCABULARY

LEVEL
Lower-intermediate

NUMBER
EN_BE_2231V

LANGUAGE
English

lingoda

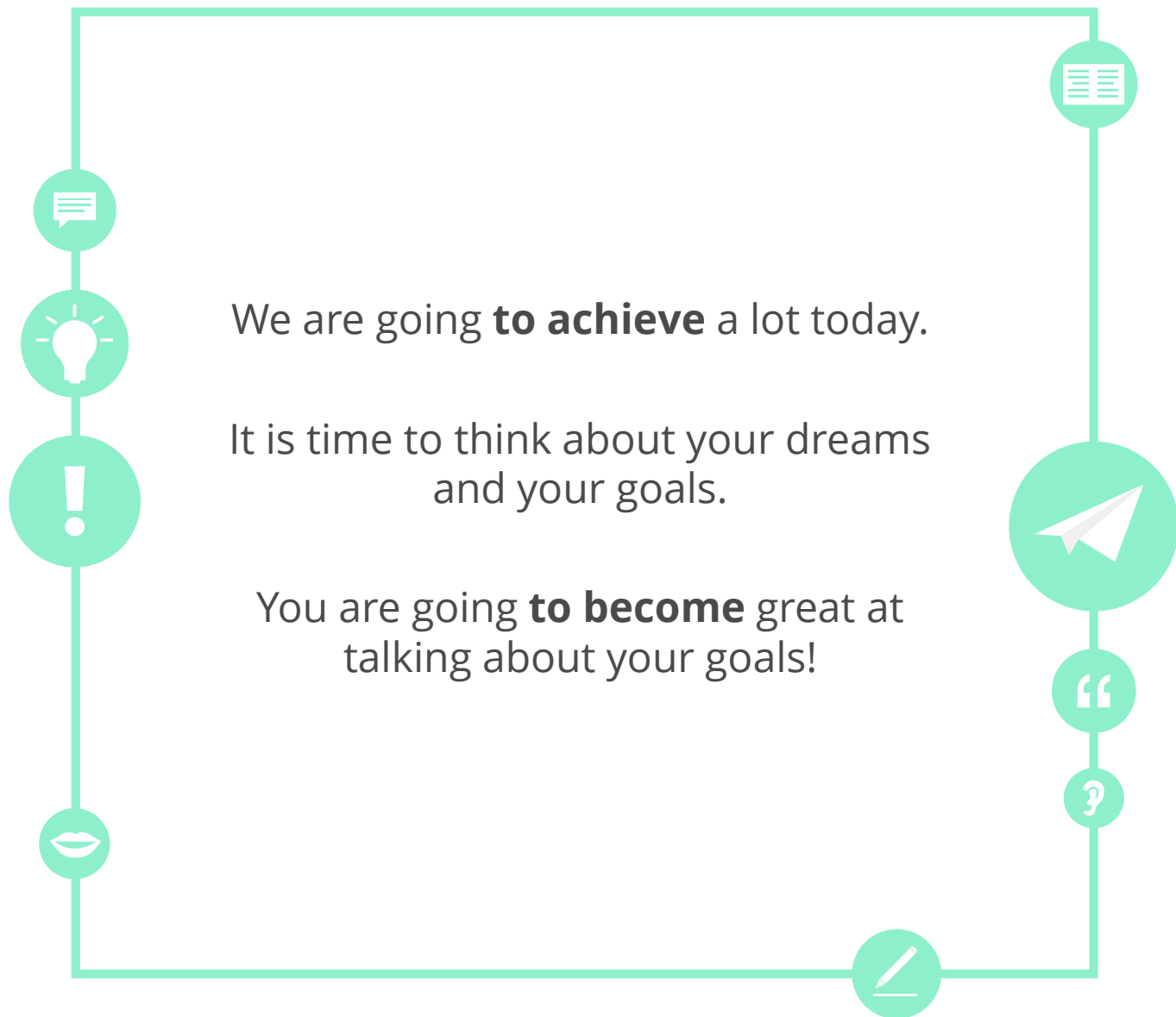




Goals

- Can talk about professional goals in simple terms.
- Can engage in conversation about high company positions.







Warm-up

In this lesson, we will learn vocabulary to talk about your **goals in life**.



In five years' time, I want to start my own company.

to achieve



I am working with my manager **to achieve** my professional goals.



New words

to become

I want **to become** a marketing manager at a finance company.



to reach

You need to work hard **to reach** that position.



to advance one's career

To advance one's career is to improve your career or to get a better job.



Would you like to **advance your career** with us?

I want ...

I would like to ...

To express wishes and desires about a goal, we can use **I want** and **I would like to**.



I want to be an investment banker.

I **would like to** work for a start-up.



Fill in the gaps

Complete the sentences below using the vocabulary in the box

1. Are there any _____ you would like to _____ this year?
2. It took me 10 years to _____ the position of marketing director.
3. There are many opportunities to _____ your _____ with our company.
4. I want to _____ an expert at computer programming.
5. _____ goals are very different to personal ones.

advance

become

professional

goals

career

reach

achieve



Speaking

Answer the following statements and share your answers with a partner



1

Something you achieved this year you are proud of.

2

Your plan to advance in your career.

3

A position you want to reach in the future.



Discuss

Use the questions below to ask your classmates about their goals

How can you advance your career?



What do you want to achieve this year?



How did you reach your current position?



What do you want to become in the future?



manager

senior manager

A **manager** is responsible for leading a group of people.

Senior managers work at the higher levels of a company.



I will ask my **manager** if I can work from home today.
A **senior manager** makes big changes to the company.

head of

The **head of** a department is in charge and responsible for that department.



The **Head of** Marketing just sent an email to check on the project.

director

A **director** leads and supervises a particular area of a company.



The Financial **Director** will present her plan for the company.

officer

An **officer** is somebody with a high position of authority in an organisation.



The Chief Financial **Officer** is responsible for the finances of a company.



Match the words

A

manager

professional

officer

director

goal

senior manager



B

related to work

a manager at a
higher level of a
company

someone
responsible for
organising a
group of people

a person in a
position of high
authority

something you
want to achieve

someone in
charge of one
department





Role-play

Imagine you are meeting your manager to talk about your goals. Act out the meeting with a partner using the dialogue to help you



How important is it for you to **advance in your career**?



What is an important goal you want to **achieve** in your career?



Would you like to become a **senior manager** one day? Why/why not?



Discuss

Think of an example for each of these and share your thoughts with the class



A personal goal
you achieved

A personal goal
you want to
achieve



A professional
goal you want to
achieve

A professional
goal you
achieved

to get your masters in



Jeremy went back to university **to get his masters in** Business Management.

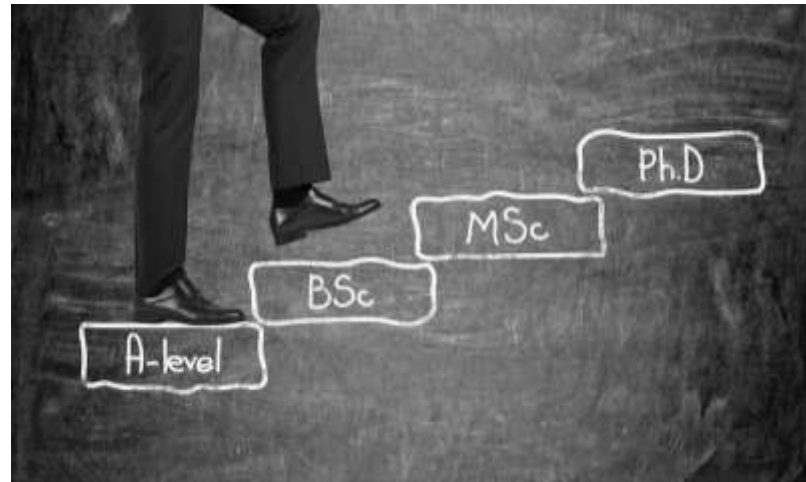
to earn more money



Advancing your career is a great way **to earn more money.**

to gain more qualifications

Gaining more qualifications can help you advance your career.



You **gained more qualifications** to prepare for the role.

in one year's time ...

in five years' time ...



In **one year's time**, I want to have a job in marketing.

In **five years' time**, I would like to start my own company.

in the short term

in the long term



We will focus on marketing the product **in the short term**.

Then, **in the long term**, we will make more products.



Reading

After school, I didn't know what I wanted to do, I liked so many different subjects!

A teacher told me to write down my goals. It was a very important experience. It helped me to know exactly what I wanted to achieve in my life.

I always liked advertising but to work in marketing I needed to go to university. I studied hard at university for four years and enjoyed working with my friends. I also made a personal goal to stop smoking and do more exercise.

I finished university last year, and now I am working for a successful marketing agency in New York City. In one year's time, I am expecting to get a promotion to be a manager. I also want to go back to school and get my masters.

I often remember my teacher, and write down my short and long term goals every six months. This way I stay focused.

-- David



**Read David's story about his own goals.
Highlight all the vocabulary items from the lesson**



Discuss

Now read the text again and respond to the following questions about the text

Identify David's educational, personal and professional goals.

What helped him to achieve these goals?

Is writing your goals down a good idea?
Why or why not?

A graphic of a spiral-bound notebook with lined pages, intended for taking notes or writing answers.



Brainstorm

Try to think of as many goals for yourself as you can.
Categorise them into the lists below



Ask your teacher
some of their
goals if you need
inspiration!



You will use these
in the next
activity.

Professional goals

Educational goals

Personal goals



Writing goals

Writing your goals down can be very useful.

Write sentences based on the types of goals below

A short term
goal

A long term
goal

A personal goal

In one year's
time ...

In five year's
time ...

An educational
goal

A spiral-bound notebook with lined pages. The pages are white with light blue horizontal ruling. There are faint, large circular icons on the pages, including a pencil, a lightbulb, a calendar, and a graduation cap. The notebook is shown from a slightly elevated angle, with the spiral binding visible on the left side.



Meeting

It is time for your annual career meeting with your manager.

They will ask you about your professional goals looking forward.

Use the vocabulary from the lesson to make sure the meeting is successful.

Focus on your professional goals.



to become

in the short term

to advance one's
career

in the long term



Reflect on the goals

Go back to the second slide of the lesson and check if you have achieved all the goals of the lesson.

yes

no





Reflect on this lesson

Think about everything you have seen in this lesson.
What were the most difficult activities or words? The easiest?

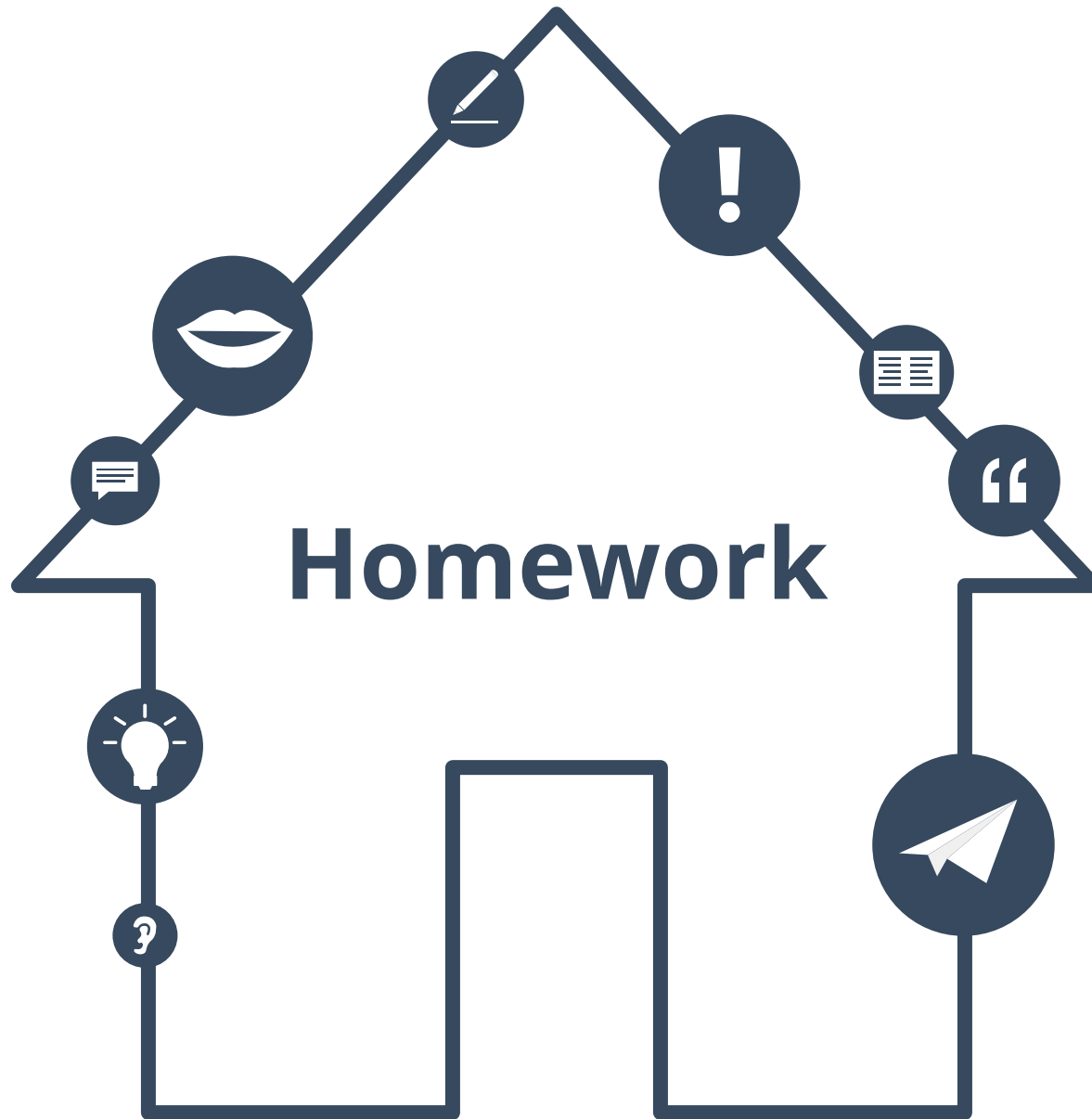


If you have time, go over
the most difficult slides again



Answer key

- Exercise 1, p.9**
1. goals, achieve
 2. reach
 3. advance, career
 4. become
 5. professional





Categorise

Get a promotion

Quit smoking

Win an eating
competition

Get married

Release a successful
album

Buy a house

Start a family

Become a company
founder

Train for a
marathon

Become a
millionaire

Go to university

Take an online
course

Personal goal

Professional goal

Educational goal



Write an email

Write an email to your manager describing your career goals for the coming year.

Use vocabulary from the lesson.

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□

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To: manager@lingoda.com

Subject: Career Goals for 2020



Homework answer key

p. 33 1. b, 2. c, 3. a, 4. d.

