### Career Planning Worksheet

Please complete this career planning worksheet and submit it ahead of your career coaching call. Your coach will review ahead of time, and use this as a frame of reference for coaching around your career goals.

| Upskiller or Reskiller? *Review the information in your unit for a reminder on these definitions.* | * Upskiller * Reskiller |
| --- | --- |
| My career change includes:  *Check off what type of change you are making. Check all that apply.* | * Industry * Role * Company |
| Current Career + Next Steps  *Current job, including what you do in your role specifically? Why are you wanting to leave this role / career? Why did you decide on this course?* |  |
| Transferable Skills  *Make note of any transferable skills you have acquired in your current, and previous experiences that will benefit you in your new career.* |  |
| Relevant Experience  *Name some of your past experience that is related to your new career goals including how many years experience* |  |
| Job Search Locations  *What city or cities are you pursuing new opportunities in? Job Guarantee participants are required to search in eligible cities.* |  |
| Values, Passions, Interests  *What values, passions, interests are you hoping to incorporate into your career goals? Ex: I am passionate about climate change and want to use my new skills for a job in sustainability and climate.* |  |
| Job Titles to Pursue  *Based on what you have learned so far, what job titles seem like they could be a good fit for you? List them here. Use the activity in this unit to get to these titles.* |  |
| Industries to Pursue  *Based on what you’ve said so far, what are some industries you’re going to pursue jobs in? Remember, tech jobs are available beyond the tech industry.* |  |
| Salary & Benefits  *What are your salary and benefits expectations? What is the minimum you’re seeking, what benefits are important to you?* |  |
| Motivation  *What is your source of motivation for pursuing this course and career change? What are you going to reflect on when things are hard so you don’t give up?* |  |
| Capstone & Project Ideas  *Considering everything you’ve stated so far about your values, passions, interests, job titles, industries, etc. what are some ideas you have for your capstone and projects in this course?*  *Ex: Designing an app that monitors household water usage. Developing an algorithm that identifies early stages of neurodiversity that can be applied to a monitoring product.* |  |