

CAREER GOALS WORKSHEET

PRIMARY CAREER INTEREST	
LONG-TERM PROFESSIONAL GOALS	
SHORT-TERM PROFESSIONAL GOALS	
ACTIVITIES TO REACH GOALS	
CURRENT TASKS THAT CONTRIBUTE TO LONG-TERM GOALS How can these tasks be emphasized and performed more frequently?	
CURRENT TASKS THAT DO NOT CONTRIBUTE TO LONG-TERM GOALS How can these tasks be minimized or eliminated / delegated?	
ADDITIONAL SKILLS / KNOWLEDGE / EXPERIENCE NEEDED TO ATTAIN GOALS	
PROGRESS CHECKPOINTS & TASKS What activities will contribute to reaching goals, and how / when will they be completed and monitored?	

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