Years ago, a career was described as a ladder. Now it’s described as a road map with many twists and turns. If you are taking a trip and using a map, you make a plan and manage it while you’re on the road. Your career also requires planning and management as well.

Where do you start? With a career plan. You’ll need SMART goals (1, 5, and 10-year goals), one or more accountability partners, perhaps a mentor or coach, experience, and constant improvement of your work skills.

It might take several years to reach your dream job, but you won’t get there without a solid plan, determination, and people to help you reach your goals. Start planning today. It’s never too late.

CALL TO ACTION:
1. Decide where you are on your career map and where you are going!
2. Set 1, 5, and 10-year goals for yourself. Make them specific, measurable, attainable, relevant, and timely. Shoot for your dream job.
3. Find at least one accountability partner to help keep you on track. Check in at least every quarter. Celebrate small goals that move you one step closer to your next big goal.
4. Learn or improve your job skills (e.g., listening, communicating, handling meetings, speaking with your boss, computer skills, etc.). Strive to learn or improve one skill each quarter.

KEEP ON LEARNING
- Read the article 4 Tips for Setting and Achieving Career Goals from the Business News Daily, (about 5 to 7 minutes)
- Read 5 Tips to Improve Your Career Development, Susan M. Heathfield, 01/07/2019,(about 7 to 10 minutes)
- Read 14 Tips to Effectively Manage Your Career, Duncan Brodie, (about 10 to 15 minutes)
- Review Organizational Learning & Development’s Upcoming Events to see if there are workshops that can improve your skills, (about 10 to 15 minutes)