

Your career plan



After doing self-reflection, it's time to bring your career plan to life, and it's important that you find the approach that will keep you engaged.

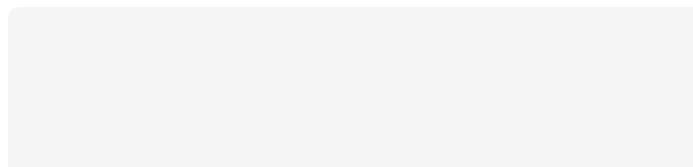
The HelloMonday Career Plan offers a structured yet flexible framework to bring your career aspirations to life. However, feel free to complement this with other creative methods, like post-it note reminders, that resonate with your personal style.

1. Create your vision

Begin your journey by articulating your career aspirations. Reflect deeply on your passions and interests you have already uncovered – these are the compasses that will guide you. Envision your ideal career without the constraints of time or financial limitations. What does your perfect day look like? How would you like to leave your mark on the world?

This exercise isn't about being realistic; it's about being daring and visionary. Allow yourself the freedom to dream big – you can always refine your goals later. Remember, the boldest dreams lay the foundation for the most remarkable achievements.

Add your values,
motivations and
interests



Describe your
ideal scenario

What's your bold
and ambitious
dream

2. Research your dream job

This exploration is more than just a task; it's a journey towards clarity and understanding what your dream job entails. It's a strategic approach to align your aspirations with the realities of the professional world. By fully grasping the requirements and expectations of your desired role, you are laying down a roadmap towards achieving your career dreams.



Steps to take

- 1 | Start a search on LinkedIn for the job you aspire to hold. Look at the tasks, responsibilities and skills needed for this position.
- 2 | Meet with a person in a job role or career that you aspire to. Ask questions around their journey and steps they took to progress.
- 3 | Search the Australian Skills Classification website to define the skills that underpin specific jobs in Australia. Search job types and occupations to identify specialist tasks, technology tools and core competencies.

3. Map your skills

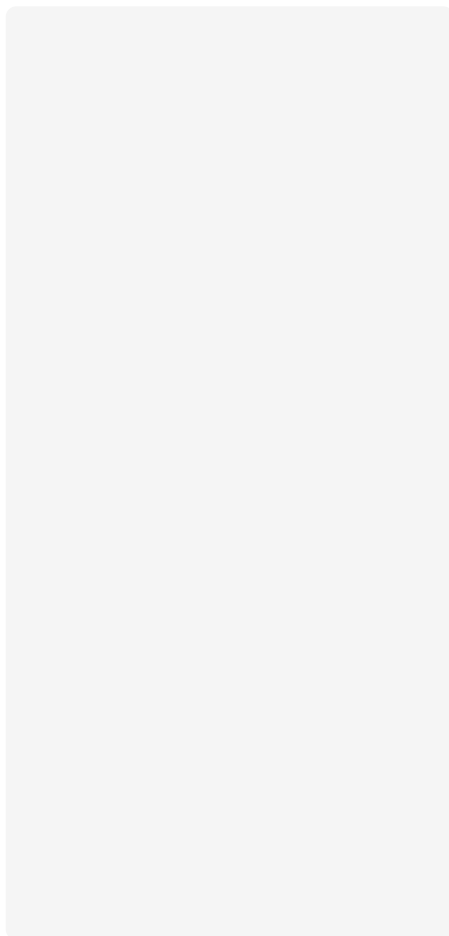
Unlocking your ultimate career goals starts with a clear understanding of your current skill set and the skills you aspire to develop. List the skills you already possess, as these are the foundations you will build on. Then add the additional skills you need to acquire to reach your ideal role.

Reflecting on feedback from colleagues about your strengths and areas for improvement is an invaluable step in this process. This external perspective offers a unique lens to view your capabilities and potential growth areas. By identifying both your present skills and future skill needs, you create a roadmap for personal and professional development.

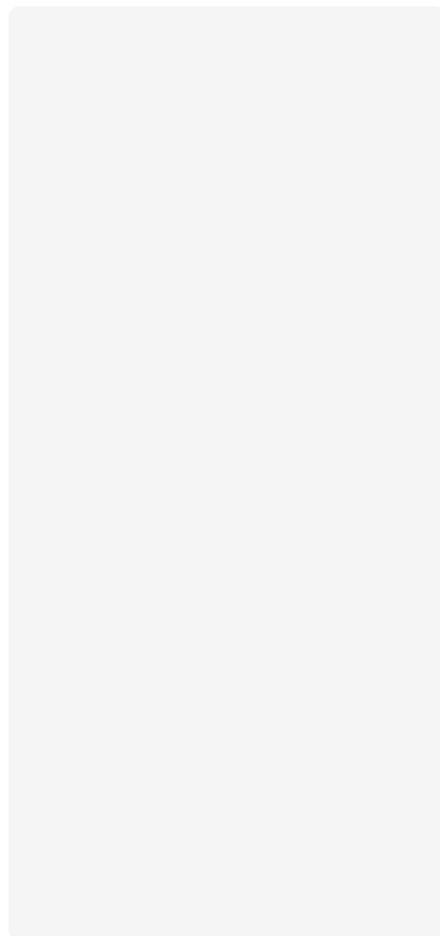
This exercise isn't just about acknowledging where you are today; it's about charting a course for where you want to be.



Mastered skills



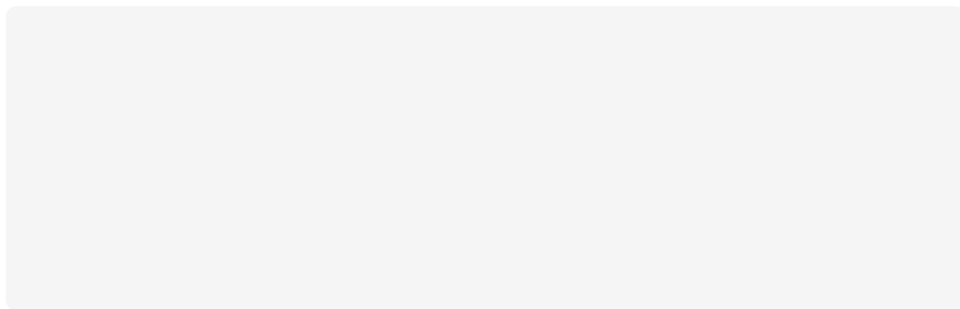
Skills to develop



4. Create a development plan

List or outline your plans for personal and professional growth over the coming two years. Development activities can include anything that will help you develop to reach your goals such as:

- Pursuing a stretch opportunity
- Working on a project in a specific area/aimed at developing a new skill
- Seeking a mentor or building your network



5. Draft your short and long term goals

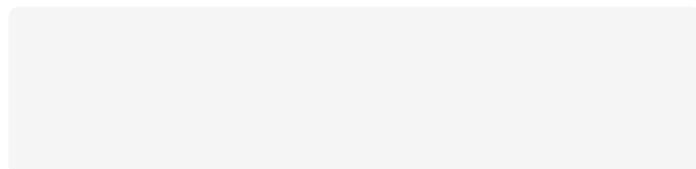
Setting goals is key to a successful career plan. Draft your short and long term goals, making sure they are SMART (specific, measurable, achievable, relevant and timebound). Writing them down and sharing your goals makes it even more likely you'll achieve them.

Short term goals can serve as stepping stones to your longer term goals. Reflect on your development plan and pick the items that will keep you moving forward in the right direction.

Based on your insights to date, draft your longer term goal. Remember, be bold and ambitious.



Your short-term goals



Your long-term goals

