



CareerMapping© PMT

Career Strategy and Management Coaching

My Career Mission Statement:

Name:

Contact Information

Address:

City:

State:

Zip:

Phone:

Cell:

Email:

Facebook:

LinkedIn:

Twitter:

Plaxo:

Blogs:

CS&MC Checklist

Checklist Item	<input checked="" type="checkbox"/>
My Career Mission Statement	<input type="checkbox"/>
Signed Commitment	<input type="checkbox"/>
Contact Info & Personal Profile	<input type="checkbox"/>
Career Insights & Debrief	<input type="checkbox"/>
Job Target Research	<input type="checkbox"/>
Potential Employer Research	<input type="checkbox"/>
Informational Interview	<input type="checkbox"/>
Define Career Goals	<input type="checkbox"/>
Identify Potential Employers	<input type="checkbox"/>
Trade Assoc. & Memberships	<input type="checkbox"/>
Identify Mentor	<input type="checkbox"/>
Secure Volunteer Opportunity	<input type="checkbox"/>
Define Career Goals	<input type="checkbox"/>
Follow Up with Contacts	<input type="checkbox"/>

My Top Career Choices for Exploration

Career Choice #1: _____

Career Choice #2: _____

Career Choice #3: _____

Career Choice #4: _____

Career Choice #5: _____

Career Services Network, LLC
CAREERQUEST™ Series

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Career Strategy#1: Personal Profile and Introductory Session

Action Plan:

Activity	Resources Needed	Duration/Deadline
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Career Strategy #2: Career Insights Assessment and Debrief

Action Plan:

Activity	Resources Needed	Duration/Deadline
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Career Strategy#3: Job Target Research

Action Plan:

Activity	Resources Needed	Duration/Deadline
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Career Strategy #4: Potential Employer Research & Informational Interviews

Action Plan:

<u>Activity</u>	<u>Resources Needed</u>	<u>Duration/Deadline</u>
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Career Strategy #5: Trade Associations, Memberships and Mentors

Action Plan:

<u>Activity</u>	<u>Resources Needed</u>	<u>Duration/Deadline</u>
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Career Strategy#6: Secure Volunteer Opportunity

Action Plan:

<u>Activity</u>	<u>Resources Needed</u>	<u>Duration/Deadline</u>
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Ongoing Career Goals:

Print out one Action Plan for each Goal or Objective and file in your binder.

My Goal: _____

Why am I setting this goal?: _____

Start Date:: _____

Benchmark One Date: _____

Benchmark Two Date: _____

Accomplishment Date: _____

Required Resources I will need to accomplish my goal:


- **People:**
- **Time:**
- **Money:**

Necessary Steps:

My Reward: _____

My Signature

Today's Date



Strive for Students

Putting Passion to Work

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My Commitment

My Career *Choices*[™] Personal Agreement

1. My intention is: _____
2. I will meet at Job Club on: _____ (day of the week)
from _____ to _____ for the next _____ weeks.
 - I will commit to completing assignments between sessions.
 - I will remain open-minded.
 - I will ask questions when I don't know what to do.
 - I will be honest and respectful.
 - I will be courageous and committed to my success.

With a clear conscience as my guide, I, _____
intend to uphold the above agreement to the best of my ability.

Dated this _____ day of _____ in the year _____.

Signature