 **CAREER GOALS WORKSHEET**

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