

GOALS AND CAREER GOALS

West Branch High School

GOALS

What is a goal?

Goal: something that you want to do.

When a goal is important to us in our lives, we give that goal a high priority.

Priority: something that is more important than other things and that needs to be done or dealt with first.

Sometimes things get in the way of our goals. They are called obstacles.

Obstacle: something that makes it difficult to do something.

WHY DO WE HAVE GOALS?

Goals give our lives purpose.

- People who do not have goals tend to drift along without a clear direction.
- They might drop out of school.
- If they don't have any goals, school might not seem that important to them.

SETTING GOALS

When setting our goals, they need to be specific and realistic.

Specific: clearly described and can be measured.

Realistic: within your reach. You can meet it with your own skills.

SETTING GOALS

Short-Term Goal: a goal you expect to reach in a few hours, days, or weeks.

Medium-Term Goal: a goal that will take between three months to a year to reach.

Long-Term Goal: a goal you expect to reach in several months or years.

CAREER PLAN

When you want to set a goal for you're a career, you must first make a Career Plan.

A career plan is a chart showing all the steps you will take to reach your career goal.

CAREER PLAN

Step 1: Start your Career Plan by listing the biggest steps you need to take.

These steps are your long-term goals.

Remember: a long term goal will take a year or more to reach.

CAREER PLAN

Step 2: list your short-term and medium term goals.

- Break a long term goal into several smaller goals.
- Break smaller goals into steps.

CAREER PLAN

Step 3: List all of the steps you need to take to reach your long-term goals.

- Then sort these steps into medium and short-term goals.

Name: **Kanisha Porter**

Career Goal: **Real Estate Agent**

	Now	1 Year	2 Years
Short-Term Goals	<input checked="" type="checkbox"/> Research sales jobs. <input type="checkbox"/> Write my résumé.	<input type="checkbox"/> Research real estate training programs.	
Medium-Term Goals	<input type="checkbox"/> Take marketing class. <input type="checkbox"/> Apply for sales jobs.	<input type="checkbox"/> Save money for tuition. <input type="checkbox"/> Enroll in training program.	<input type="checkbox"/> Form study group to prepare for exam. <input type="checkbox"/> Talk to several real estate agents who have passed the exam.
Long-Term Goals		<input type="checkbox"/> Finish training in real estate.	<input type="checkbox"/> Pass real estate licensing exam.

CAREER PLAN

Now that you have created your plan.

Get started!

Take action on your short term goals.

CAREER PLAN

Review your plan often

- Review and check off goals that you have achieved
- Reviewing your plan will help to keep you motivated to keep moving toward your goal.

CAREER PLAN

Reviewing your plan is important for another reason.

- Helps you see whether you are on the right track.
- Helps you decide if the career that you chose is really right for you.

It is okay if you change your mind.

Set new goals and make a new plan!