

# Your Career Development Plan

## 1. Brief Overview of Current Role and Responsibilities

How would you summarize your current role, your main responsibilities, and the research projects that you are involved in (if applicable)? What key accomplishments do you aim to achieve in the next year? Please specify measurable goals and clear timelines.

## 2. Long-Term Career Objectives (5+ years)

What are your long-term career goals for the next 5 or more years, focusing on your role, skills development, career progression, and impact? Please be specific and order them by priority. What are other alternative career paths and opportunities that could align with future changes in the industry or your personal career interests that you want to consider?

### 3. Short-Term Objectives (1-2 years)

What are your specific immediate career objectives that align with and contribute to your long-term goals? What alternative career opportunities or transitional roles are you considering to gain valuable experiences and skills?

### Professional Development Goals

What skills and knowledge do you need to improve or acquire in the next 1-2 years, focusing on technical skills, transferable skills, and career-specific competencies?

### Career Advancement Goals

What goals do you have related to career progression in the next 1-2 years, including networking, exploring alternative career paths, updating your CV/resume, and applying for positions or promotions?

### 4. Action Plan

What specific action steps will you take to achieve your short-term objectives? How will you incorporate alternative paths into your plan to ensure flexibility amidst evolving circumstances or opportunities?

## 5. Further Training and Education

What additional training and educational opportunities have you identified to support your career development? How will you approach and secure funding for the proposed trainings, and make the best use of available career development services?

## 6. Mentoring and Networking

What are your plans for finding mentors both within and outside your institution and field? What strategies will you use to connect with colleagues, experts, and professionals to expand your network?

## 7. Institutional Resources and Support

What institutional resources, services, and support are available to aid in your career development?

## 8. Further Ideas and Considerations

What personal development goals, including leadership qualities, stress management, and work-life balance, do you want to consider? How will you ensure flexibility and adaptability to changes within the industry or organization? What other ideas for valuable resources and support do you have to further support your career development?

## 9. Progress Review and Plan Adjustment

What structured feedback system will you establish involving regular check-ins with mentors or supervisors? How often will you review and update your career development plan, including self-reflection and adapting the plan to new opportunities and challenges?

## 10. Summary of Career Development Plan

What is the overall aim of your Career Development Plan? How will it help you enhance your skills, knowledge, and professional network to advance your career and support your organization's goals, while being open to exploring alternatives as they arise?