Sample template – this is one template that you might want to use. We have added some suggestions to show you how it works.

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| **Who**  **am I?** | **My values** –(ways of being that are important to me)  *e.g. reliability, helping others, sensitivity*  [mindtools.com/a5eygum/what-are-your-values](https://www.mindtools.com/a5eygum/what-are-your-values)  **My drivers** –What is important to me at work?  *e.g. making a difference, being seen as an expert****,*** *good work life balance*  [worldofwork.io/2019/02/career-drivers-activity/](https://worldofwork.io/2019/02/career-drivers-activity/) | | |
| **My Goals:** | **Short term**  *e.g. Research careers relating to working in mental health*  **Medium term**  *e.g. Secure placement year or significant work experience with people requiring mental health support*  **Long term**  *e.g. Secure a place on a Master’s course or appropriate graduate level job relating to my chosen career path* | | |
| **Actions: What I need to do...** | | **Resources and who can help** | **By when** |
| e.g. book a careers appointment / attend a careers fair | | e.g. CareerHub / professional network | End of the month |
| e.g. research five employers / vacancies | | Prospects.ac.uk / LinkedIn | This weekend |
| e.g. build *x*, *y*, *z* (be specific) skills related to my plan | | LinkedIn Learning / volunteering / work shadowing / Chart My Path | End of term |
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