

Career Planning

What is a Career Plan?

A Career Plan is a strategy to figure out how you will get from your current position to your ideal job. Once you know where you are going, you can set goals to help achieve that dream and lay out the steps on how to get there. People who set goals are significantly more likely to achieve them.

If you aren't sure what your dream job is, that's ok. The first step involves figuring out how you like to work and what you are good at. Once you know that, you can get that much closer to figuring out what you want to do with your work life.

Your Ideal Job

Before you can plan on getting to your goal, you first need to know where you are going. There are many different jobs in the world and they require different skills and knowledge. Some of them might not be your thing and that's ok. We are all different. You'll find that while most skills can be developed or learned, some work environments might not leave you feeling happy. That's why there are a variety of tools to help you, first, figure out who you are and how you prefer to work. Knowing that can direct you towards a specific career path. One of the great tools for this is on the Government of Alberta's ALIS site:

<https://alis.alberta.ca/careerinsite/>

This site has a variety of self-testing tools that will evaluate your:

- Skills
- Experience
- Career goals
- Work preferences
- What you do well
- What motivates you

Exploring Occupations

Once you have a grasp on your skills, learning styles, preferred work environments and other aspects of how you want to work, now it's time to start exploring occupations. Hopefully, those exercises gave you a clearer idea of what jobs you may want to explore further. ALIS has a great list of different occupations along with what you need to get those jobs here:

<https://alis.alberta.ca/occinfo/occupations-in-alberta/>

While learning about different jobs you might have discovered that you'll need to take some extra steps to move you towards your goal. You may find you'll need to:

- Go back to school or take a course
- Develop different work experiences or skills

- Start volunteering
- Get involved in industry groups

If your career plan is taking you back to school, explore the different education programs and the types of classes that you will take before signing up.

If your perfect job hasn't appeared to you yet, explore some of the companies and industries that are prevalent in the Leduc/ Wetaskiwin area that might help you to narrow things down. See if you can get a tour of businesses, meet people who do the work that you want to do, learn the pros and cons of that career choice and examine the trends that are happening to that industry. Most people will be happy to chat with you about their line of work.

[Make a Plan and Take Action](#)

This is it! You've figured out your dream career. It won't be easy but you have the skills and smarts to make it happen. Now is the time to put together an action plan. List all the steps you need to do. Make sure you include dates and timelines as well as any smaller steps. You may find it helpful to build out [SMART goals](#) .

Once you have everything filled out, get feedback! Show it to people you trust and see if there is anything that you are missing. Sit down with one of the many FREE career planning service providers listed on this website to get their thoughts. Once everything looks good, take action!

[Re-Evaluating](#)

There is nothing that says your plan is written in stone. Maybe you can't get into the course you want. Maybe you discover your dream career isn't what you thought it would be and you need to make some changes. That's ok. Forgive yourself and move forward. Maybe your dream will take an extra year or more. The important thing is that you have goals and that you keep moving forward.