

SMART Goal Action Plan Example

Goal Area:	Career: Employment Plan	
SMART Goal	Secure/maintain satisfying employment in the healthcare field as a registered nurse by 2014.	
Outcome/Results	Gain experience in the health care field while completing the required coursework to earn an Associate in Science degree in Registered Nursing. This will help towards my Bachelor of Nursing degree in the future.	
Action and Time Line	Action Steps	Time Line
	1) Complete a career interest, skills, personality and values assessment to confirm my career path and learn more about my strengths and areas for development. Use links for assessments at GPS LifePlan>Career>Assessing Yourself .	Within the next 2 weeks
	2) Talk with 2 people in this career using informational interview process at GPS LifePlan>Career>Exploring Careers>Information Interviewing .	Within the next 4-5 weeks
	3) Seek opportunities to gain leadership experience. Take on more responsibility in my community - learn more at GPS LifePlan>Leadership>Leadership in Action .	Within next 2-3 weeks
	4) Begin communicating with a counselor or career professional.	Within the next 3 weeks
	5) Create a resume, cover letter, and eFolio using the resources at GPS LifePlan>Career>Marketing Yourself and Finding a Job .	Within 1-2 months
	6) Communicate with people in my career network about my job search. Ideas on networking at GPS LifePlan>Career>Marketing Yourself and Finding a Job>Career Networking .	Within 1-2 months
	7) Set up 2 interviews for an entry-level health care job. Prepare for them by using resources at GPS LifePlan>Career>Marketing Yourself and Finding a Job>Interviewing Essentials . Write responses to at least 5 frequently asked interview questions.	Within 2-3 months
Support Network	Significant Other, Career Counselor, Faculty Career Mentor	
Obstacles	High competition for job openings. Lack of experience. Do not currently know many people in the field.	
Adjustments	I will research my opportunities more and develop a networking system GPS LifePlan>Career>Marketing Yourself and Finding a Job>Career Networking .	

Career and Life Planning Workshop - SMART Goal Setting – Adapted from MyMilitary GPS LifePlan

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