

WeAreTheCity



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CAREERS CLUB

creating future leaders

## Planning and Goals Workbook - 2019

# Reviewing 2018

<b>Things I did well</b>	
<b>Things to improve</b>	
<b>Missed Opportunities</b>	
<b>Risks I took</b>	
<b>Barriers I faced</b>	
<b>Barriers I overcame</b>	
<b>My three characteristics</b>	
<b>My cheer leaders</b>	
<b>Something I'm proud of</b>	
<b>Other</b>	

# Creating your personal strategy

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- Overall mission first
- Current position
- What you need to do to achieve your strategy
- Write in the first person
- Use descriptive language
- Use cause and effect
- Be brave

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# 1. Goal to support your strategy

Goal	Benefits	Who	When	Measure

Task	By when
1.	
2.	
3.	

## 2. Goal to support your strategy

Goal	Benefits	Who	When	Measure

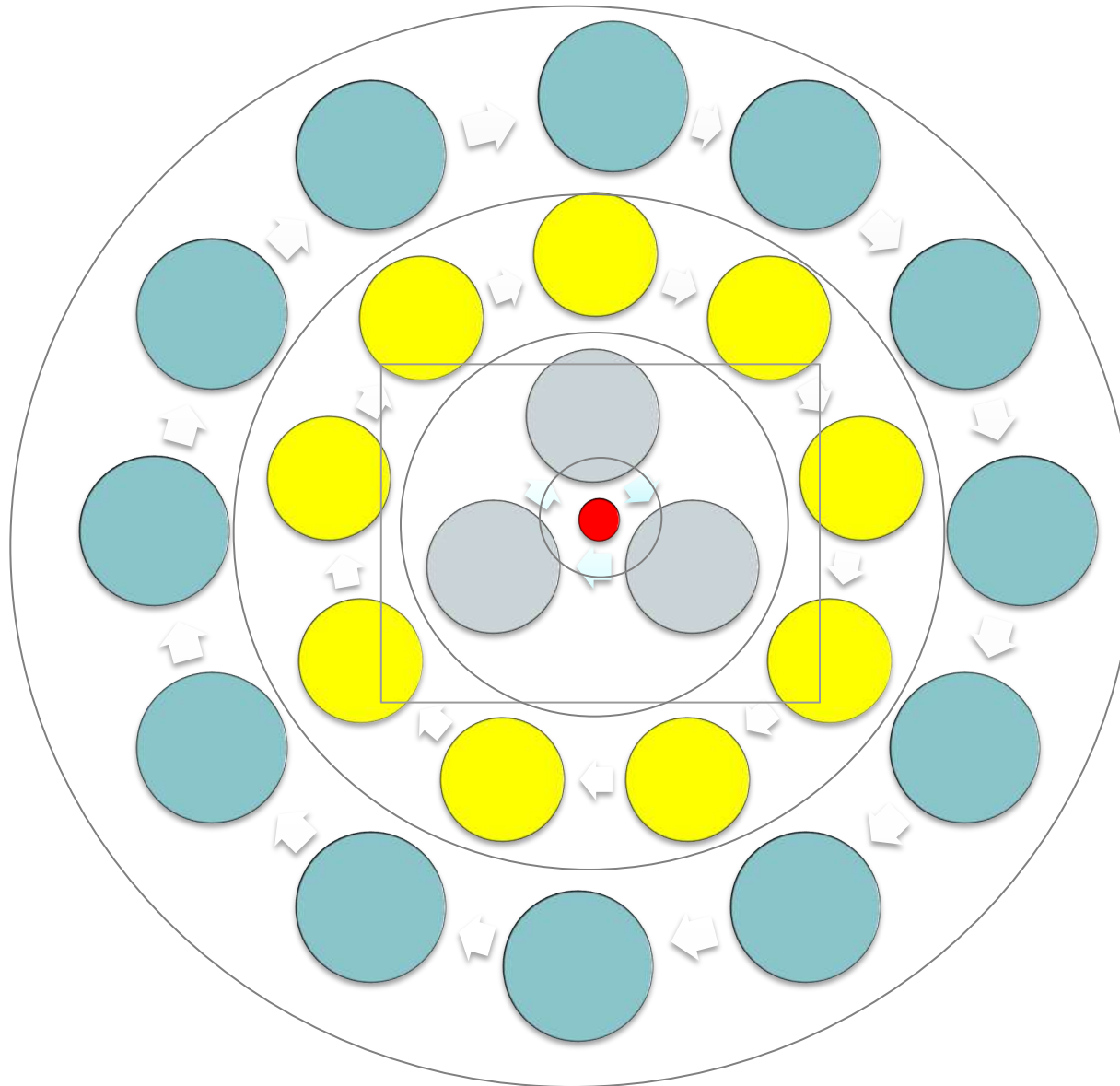
Task	By when
1.	
2.	
3.	

### 3. Goal to support your strategy

Goal	Benefits	Who	When	Measure

Task	By when
1.	
2.	
3.	

# Who can help you?



**You**



Your Circle

**You**



Connectors

**You**



Wish List

# Brand Elements – What do they see?

Authentic, Integrity, Dependable, Reliable,  
Loyal, Leadership, Team-Work, Committed,  
Open-minded, Consistent, Honest, Efficient,  
Innovative, Creative, Humorous, Motivated,  
Positive, Optimistic, Inspiring, Passionate,  
Respectful, Courageous, Self aware, Respected,  
Nurturing, Collaborative, Encouraging,  
Supportive



# What do they see?

**You**

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**Your Superior**

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**Your Colleagues**

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**Your Friends**

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**Behaviours of an inspirational leader?**

- 1.
- 2.
- 3.

**What brand elements do you need to exhibit?**

- 1.
- 2.
- 3.

# Additional Focus Areas

Three areas/skills I need to focus on in 2019			
Things to do less of in 2019			
Things to do more of in 2019			
Three people I must connect/reconnect with and why	Who are they?	Why? (for what purpose)	How? (eg call/linkedin)
What does my brand look like in 2019 (3 words)			
Potential sponsors/mentors	Mentors	Sponsors	

# Session pledges - 2019

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1

2

3

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## My 2019-2021 Career Plan

# My 2019-2021 Career Strategy

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# 1. Goal to support your strategy

Goal	Benefits	Who	When	Measure

**Task**

**By when**

**1.**

**2.**

**3.**

## 2. Goal to support your strategy

Goal	Benefits	Who	When	Measure

Task	By when
1.	
2.	
3.	

### 3. Goal to support your strategy

Goal	Benefits	Who	When	Measure

Task	By when
1.	
2.	
3.	



# My strategic people plan

Who	Why
1.	
2.	
3.	
4.	
5.	
6.	

# Notes

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# Notes

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