Unit 30 Career Progression

Task 3

Worksheet 5

3.2 Identify short-term goals that will help progress own career with realistic timescales

3.3 Describe ways to achieve planned short-term goals

You will set appropriate short term goals with realistic timescales and plan ways to achieve the goals. You may need support from your tutor or key worker.

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| Set at least two realistic short-term goals |
| 1) |
| 2) |
| Describe at least one way to achieve your planned short term goal  |
|  |
| Set a time scale to achieve your short term goals  |
| 1) |
| 2) |
| What resources will you need to achieve your short term goal |
| 1) |
| 2) |
| 3) |
| 4) |
| 5) |