

Assess Your Interests

What kind of work do you want to be doing in one year? In five years? Career planning can help you achieve your goals. Career planning is the process of determining what you want from your career and putting steps in place to help you reach your goal. A comprehensive career management booklet has been developed to assist you in creating a long term career plan. You may download this booklet, which is titled "Putting It All Together" (Word format).

As you build your career plan, it is important to identify what you like to do and what's important to you in both your work and personal life. People tend to excel in fields or jobs that hold their interest and are compatible with their priorities.

What are your interests and priorities? Think about how and where you like to work, what you like to work on, and the kinds of people with whom you enjoy working. Make a list of your personal and professional priorities. Use these questions to help you get started:

- Do you like to work on a changing variety of projects, or would you rather have a set of ongoing responsibilities?
- Do you like to work with numbers, data, and details, or do you prefer to be involved with concepts, ideas, and the big picture?
- Do you like to work directly with customers, or do you prefer to work behind the scenes?
- Is it important to you to work close to home, or are you willing to commute? Are you willing to relocate to another city, state, or country?
- Is it important to you to have your own private workspace, or are you happy working in an open environment? Are you interested in telecommuting?
- Is it important to you to have a consistent work schedule, or do you like to work different hours each day?

Knowing how you like to work and what's important to you helps you to identify the right opportunities for you when they become available.

Now, take the next step in developing your career plan: Identify Your Strengths