

Activity 3 - Handout

My Career – Action Plan



What's your path to becoming wildly successful?

You've found a career branch that has attracted your interest. So, what route do you need to take to get there?

Using the career you chose earlier (based on the Career Quiz), create a career action plan.

Develop a 3 to 5 year action plan outlining the steps necessary to pursue this career. Include the following:

• Training/education required

- What post-secondary or career-training program will you need to enroll in?
- What universities, colleges, or technical institutes offer the program?
- How long will the program take to complete?
- What does it cost? (tuition, etc.)

• Financial assistance for training/education

- What scholarships, bursaries, or student loans are available to help you offset tuition/program costs?
- How much money is available?
- What requirements do you need to meet to qualify? (grades, etc.)
- What are other potential sources of income for tuition?

• Required work experience and/or volunteer experience

- What experience would help you stand out as an applicant for a job in this field?

• Key points to highlight on résumé

- What relevant skills, interests, and values would make you a good candidate for this career?

• Timeline

- How long will it take to get this type of job?
Factors to consider include:

- Length of the training program
- Time required to gain work experience (e.g., apprenticeship program, volunteering, etc.)
- Frequency of job vacancies

For guidance, use the following links. Or see what other online resources are available to create your career action plan:

- workwild.ca/scholarships
- workwild.ca/jobpostings
- alis.alberta.ca/occinfo/occupations-in-alberta