SECTION 4: IDENTIFYING YOUR CAREER INTERESTS

THE CAREER INTEREST SUMMARY

The Career Interest Summary tool can help you to PLAN for a conversation with your manager about your desired future career moves and to attain his/her support to help you achieve your goals.

1. Identify the functions you would like to work in or learn more about.
2. Identify the positions you would like to work in or learn more about.
3. Describe your short term career interests and aspirations (the next one to three years). If possible, list specific jobs/Functions in order of interest. Note: you should not have a long list of

4. Describe your long term career interests and aspirations (the next three to five years). If possible, list specific jobs/Functions in order of interest.

5. List any skills, knowledge, experience, and competencies that you currently have that you feel will help you to achieve these.

6. List any skills, knowledge, experience, and competencies that you would like to develop to enhance your chances for success in achieving these.

7. List any specific training, development, projects, or other resources that you feel will help you develop your career development.

Note: Now move on to Section 5: Communicating Your Career Development Goals.