

Name: _____

Date: _____

CAREER GOAL <i>What is your 12-month career goal? Make sure its SMART.</i>

SKILLS GAP	ACTIONS	TIMEFRAME
<i>What skills, knowledge or resources do you need to achieve the career goal(s)?</i>	<i>What actions will you take to address each skill gap?</i>	<i>When will you complete this?</i>