Name: Date: Grade/Class:

**My Career Action Plan**

Your career is all the education, training, and jobs you have during your entire life. You have started your career because you are getting an education in middle school. You have also made some decisions about your career. For example, you may have chosen school or community activities in which to participate.

Now is the time to start making plans for your career. Plans are based on decisions, and like decisions, they can be changed. Today, you are creating an action plan based on the career decision you made. You set a goal for what you would like to be when you grow up—an occupation. The next step is to make a plan to meet your goal.

**Step 1: What is my career goal?**

**** Today, what do you want to be when you grow up?

**** What is the name of the cluster or occupation?

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**Step 2: Who can help me with my career goal?**

**** Who can help you get the information you need?

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**** Who can answer questions you have about the occupation you have chosen?

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**** To whom can you talk to make sure you have made the right decision?

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**Step 3: How will I get to my career goal?**

* Make a list of actions*. What will you need to do achieve your goal?

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**** The occupation and career cluster files give you suggestions for courses to take and hobbies or activities in which to participate.

**** How will you prepare to work in the occupation your have chosen?

**** An important action to include is to review your career action plan every year.

**** It’s okay to change your mind and change your plan.

**Step 4: What could get in the way of achieving my goal and how can I get around those barriers?**

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**** What could get in the way and wreck your career plan? You don't think you want to go to college. That would be a barrier to becoming a doctor.

**** To get around this barrier, visit a college. You might see that college is a place you want to be in the future.

**Step 5: When will I achieve my career goal?**

**** Information in the Occupation file describes how to prepare and will help you set a date.

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**Thoughts and reflections**

* After you finish the activity, think about your career plan. You can store your reflections in two places.*

**** *One is to go back to CIS portfolio,* ***My career plan****, and fill in the fields for* ***My career action plan****.*

**** *If you use a paper portfolio, write your thoughts below and keep the handout in your folder.*

What is your career goal?

What courses will you take in high school to achieve your goal?

What will you do after high school to achieve your career goal?

What hobbies or activities will help you achieve your career goal?

Name: Dee South Date: 4/01/08 Grade/Class: Eighth

**Sample Career Action Plan**

**Step 1: What is my career goal?**

I want to be an elementary school teacher.

**Step 2:** **Who can help me with my career goal?**

The following people can help me with my career goal:

**** Mr. Brown, school counselor

**** Mrs. Franks, my third-grade teacher

**** Lincoln Adams, neighbor who teaches fifth grade

**** Julie James, my sister who coaches Little League

**Step 3: How will I get to my career goal?**

These are the actions I will do to get to be an elementary school teacher.

**** Study the information about Elementary school teachers and the Programs of study/Education and training cluster in CIS.

**** Talk with Mrs Franks and Lincoln Adams about being a teacher.

**** Do a job shadow in an elementary school.

**** Participate in school and community activities that will help me prepare to be a teacher.

 Forensics and speech

 Chorus

 Future Teachers of America (FTA)

 Work as a public library aid to read to children.

 Teach a Sunday or Bible School class.

 Work as a teacher assistant in an elementary school.

**** Take the courses I need to graduate from high school.

**** Take the courses I need to get into four-year college or university.

 Four years of English

 Four years of math

 Two years of the same world language

 Three years of science

 Three years of social sciences

**** Select electives that will help prepare me to be a teacher.

* + - Psychology
* Sociology

 Child development

 Art

 Music

 Nutrition

 Computer applications

**** Graduate from high school

**** Get a Bachelors degree.

**** Get a certificate to teach.

**** Review my Career Action Plan every year.

**Step 4: What could get in the way of becoming an elementary teacher? How can I get around these barriers?**

**** College costs a lot of money.

 Put 25% of my weekly allowance in a savings account for college.

 Do odd jobs in the neighborhood like babysitting, lawn mowing, checking their house when neighbors are on vacation, or walking dogs.

 Talk with family members about starting a college savings plan for me.

**** I am not positive I want to be an elementary school teacher. I might want to teach in high school.

**** Work with elementary-aged children to see if I like being with them. Volunteer at Sunday school and the public library and do babysitting.

**** Talk with elementary and high school teachers.

**** Do a job shadow in elementary school and high school.

**Step 5: When will I achieve my career goal?**

I plan to get my first job as an elementary teacher in September, 2015.