

Career Directions

Career Readiness Checklist

Scanning

I am aware of the current realities and future trends within

- health care
- my profession

I am aware of the current realities and future trends outside

- health care
- my profession

Assessing

- I can articulate my values as they relate to my career
- I can describe my strengths and how I use them in my work
- I can describe my limitations
- I know how others would describe me
- I can describe three significant accomplishments from the past three to five years

I regard my current position as a good match with my

- values,
- beliefs,
- knowledge,
- skills and
- interests
- I make time to do the things that are important to me in my personal life

Visioning

- I can describe my ideal vision or visions for my work

Planning

- I can identify my career goals and how they relate to my vision
- I have a written career development plan in place

To further my career I know what steps to take over the next

- 1-3 months
- 3-6 months
- 6 to 12 months

Marketing

I have established relevant networks

I have or am considering acquiring a

mentor

coach

I continue to develop my communications skills through

written presentations

oral presentations

I have an up-to-date

résumé

curriculum vitae (CV)