



# My Career Action Plan

Year 7 (EAL) – I Discover

Date: \_\_\_\_\_

School: \_\_\_\_\_

A Career Action Plan helps you to focus on your goals and plans for the future. It helps you to work out how you are going to achieve what you want relating to school, work and life. A Career Action Plan lets you discover your strengths and interests.

## My Profile

### My name

\* Include all the names you have

### My family

\* List your family members

### My community

\* For example, cultural group or religion

### Background

\* Describe a few things about yourself, like your country of origin, languages spoken at home, what your family did before coming to Australia or anything else you think is important.

### Positive words

Circle 3 or more words that best describe you. If you can think of any other words, please add them underneath.

Funny Honest Generous Kind Friendly Happy

Other positive words that describe me are:

### Interests

\* Think about activities you do at school and outside of school that you enjoy

Circle 3 or more of your interests. If you can think of any other interests, please add them underneath.

Sport (watching/playing) Craft Music Computers

My other interests include:

### Values

\* Values are things that you consider to be important and explain a lot about who you are

Circle 3 or more of your values. You can write down more values underneath.

Teamwork Working hard Sharing Caring Trustworthy

My other values include:

## Skills

\* Skills are things you can do well

Tick the skills that you already have. If you are having trouble, ask your friends, family or school staff what they think you are good at.

- Travelling to school on my own
- Following instructions
- Finishing my school work on time
- Speaking another language
- Cooking

What other skills do you have?

## Learning styles

Tick the things that make learning easier for you.

- Working on my own
- Working with other students
- Using a computer
- Teachers writing on the whiteboard
- Teachers using diagrams and pictures to explain what they mean
- Teachers reading aloud
- Watching others do things first before I try
- Exploring and playing with things to discover how they work
- Lots of practice

What else helps you learn?

## School subjects that I like and why I like them

## School subjects that I do not like and why I do not like them

## Something I am proud of

\* An achievement is something you have done well, like reading a book in English without using a translation dictionary

## Two people who are important to me

\* An important person is someone you can trust, or helps you when you need it

\* How much do you know about careers? Visit the myfuture website ([www.myfuture.edu.au](http://www.myfuture.edu.au)) and try the 'Mini Career Quiz' which helps you to understand what a "career" means.

## My Goals and Plans

\* Goals are things that you want to achieve or be good at in the future. They are things that will help you to be prepared and ready for change at school or in your life.

\* It is important that you think about goals early because then you can work out how to achieve them. Thinking about goals means that you will be prepared to study the subjects you like, do the types of occupations you prefer, and keep your future options open.

\* If you achieve a goal throughout the year, set another new one for yourself – maybe a more challenging one.

\* The table below includes examples of goals that can be used or removed to suit you.

	What is my goal?	How will I do it?	Why is it important?	When will I do it by?
School	1. <i>Read five English books</i>	<i>Read every night for half an hour</i>	<i>To help me do well at school</i>	<i>By the end of Term 1</i>
	2.			
Life	3. <i>Ride 100km on my bike</i>	<i>Ride my bike two times a week</i>	<i>To help me stay healthy</i>	<i>By the end of the year</i>
	4.			

\* You may need some help from other people to achieve your goals. People can help you in different ways, like family members, community members, teachers, friends and other people you trust.

\* The numbers and examples in the table below relate to the goals listed above, and can be adapted.

	Who can help me?	How can they help me?
School	1. <i>My teacher or the librarian</i>	<i>Select books for me to read that I will enjoy and find interesting</i>
	2.	
Life	3. <i>Brother or sister</i>	<i>Take me out for bike rides and use a trackometer to record how far I ride</i>
	4.	

# My Review

★ Throughout the year it is important for you to spend some time thinking about the goals and plans you set for yourself, and what it was like discovering what you are good at and what you are interested in.

- ⊗ Read your Career Action Plan.
- ⊗ Work out what you have achieved so far.
- ⊗ Think about who can help you to work on the goals you have not achieved yet.
- ⊗ Write down some new goals to focus on next year.



	Goals I have achieved so far	When I did them
School	1.	
	2.	
Life	3.	
	4.	

	Goals I need to do further work on in order to achieve	Who I will ask to help me
School	1.	
	2.	
Life	3.	
	4.	

	New goals I want to achieve	When I will do them
School	1.	
	2.	
Life	3.	
	4.	

<b>Comments from parents, family members, community members, carers, guardians or other trusted adults</b> <i>* A translator may be required</i>	Date: Comments:
<b>Comments from teachers,</b>	Date: Comments:

**careers practitioners,  
Multicultural Education  
Aides or other school staff**

*\* Check alignment with other plans the  
young person may have*