

SHORT-TERM & LONG-TERM GOAL SETTING

Goal setting is a critical part of the career planning process. Ultimately, your goals allow you to create a roadmap to succeed in your career.

Goals can be divided into two categories: short and long-term. Short-term goals are typically smaller goals that feed into the larger long-term goals. For example, if your ultimate goal was to secure a director position in a new field, you would first need to gain experience and finish your degree (these would be the short-term goals that feed into the long-term). **Goals should be realistic, specific, and include a time frame.**

SHORT-TERM GOALS

+ time frames

LONG-TERM GOALS

+ time frames