

# Your Whole Life Plan

---

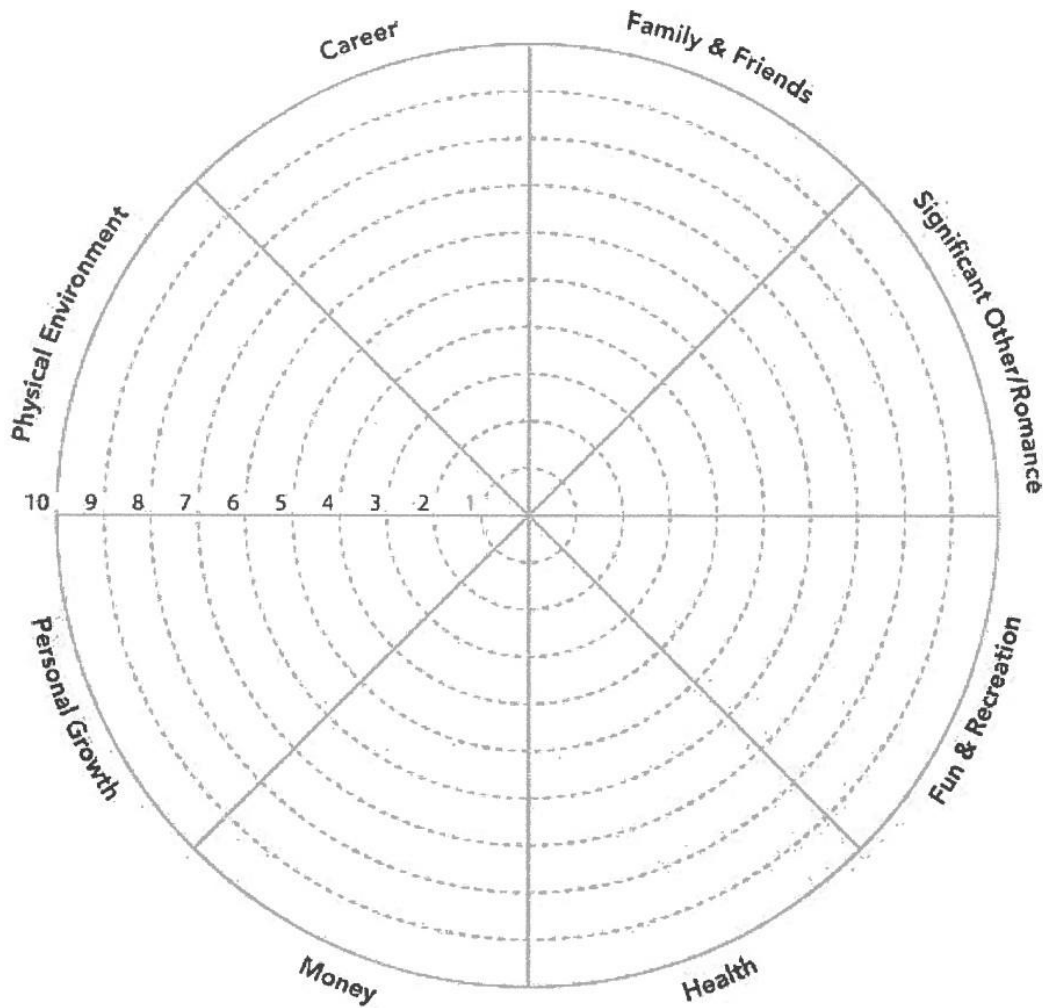
Your whole life plan is your vision for your future. It defines your purpose in life, what you value, and actions to take to get you to your ideal life vision. It looks at what you want your entire life to look like—not just one aspect of it.

## Questions to Ponder

1. What would you do if you had an entire week with no responsibilities and recourses were not a concern?
2. What section of the paper do you read first? What section of the bookstore or library do you gravitate towards?
3. If I asked you to give a lecture on any topic, what topic would you choose?
4. If you were to write a book, what would the topic be?
5. What would your best friend say your best qualities are?
6. What would your last supervisor say about you?
7. Where do you want to be in five years?



8. Think about one or two people you know who really inspire you. What about them is inspiring?
  
9. Who do you not want to become or turn into?
  
10. What do you want from your career?
  
11. What activities have a lot of meaning and passion for you?
  
12. When do you feel the most useful and productive?
  
13. When do you feel the most powerful and confident?
  
14. When are you enjoying yourself the most in life?
  
15. What drives you crazy?



### Wheel of Life

The centre of the wheel represents a '0' out of 10 in terms of satisfaction and the outer edge is a '10' out of 10. Rank each area according to your own level of satisfaction. Shade or colour in each section of the wheel (slice of the pie) according to the ranking that you gave it.

*What are the ten things you most enjoy doing? These are the ten things without which your weeks, months, and years would feel incomplete.*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

*What three things must you do every single day to feel fulfilled in your work?*

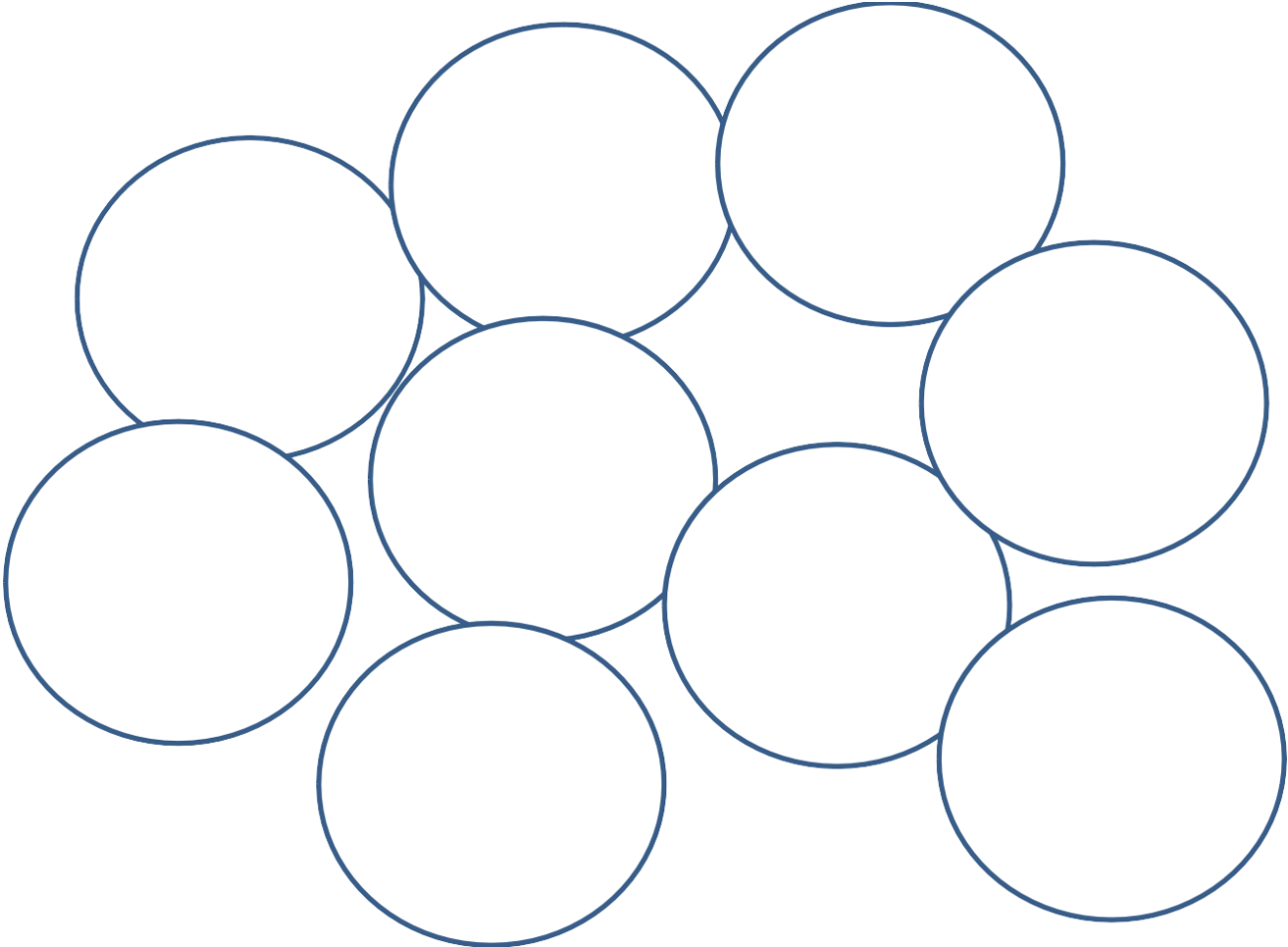
- 1.
- 2.
- 3.



### Assess Yourself

What I am good at	What I enjoy doing

What are the words you highlighted on your resume?



## What have you done in the past?

	Current Job	Past Job	Past Job
What did you like best about this job?			
What did you like least about this job?			
What tasks did you get to do that you would like to do again?			
What tasks did you do that you never want to do again?			
Which work environment/culture suited you the best? Why?			
What type of leadership/management style did you work best under? Why?			

## Four Shining Moments

Look back over your careers, volunteer experiences and life experiences and find four events, activities, accomplishments, collaborations, or moments of recognition by others that were shining or important to you. These should be episodes when you felt very successful or achieved something very meaningful to you. Success and achievement in this context is based solely on what you think success or achievement is, not from the world's perspective.

### Shining Moment #1

What happened?

Who was involved?

What was the outcome?

Why was it important to you?

What was successful about it?

### Shining Moment #2

What happened?

Who was involved?

What was the outcome?

Why was it important to you?

What was successful about it?



**Shining Moment #3**

What happened?

Who was involved?

What was the outcome?

Why was it important to you?

What was successful about it?

**Shining Moment #4**

What happened?

Who was involved?

What was the outcome?

Why was it important to you?

What was successful about it?



**Must Haves / Deal Breakers**

These are things that my next job **MUST** have for it to work for me

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

I am willing to compromise on \_\_\_\_\_

\_\_\_\_\_ if I

am able to get \_\_\_\_\_

\_\_\_\_\_

**Explore Your Options**

<b>Skills</b>	<b>Brainstormed Ideas</b>	<b>Ideas form the Internet</b>
<i>Organize fundraisers Write grants Coordinate photography exhibits Research donors and grant markets</i>	<i>Development for college Education department at museum Program manager for a corporate foundation Director of charity event</i>	<i>Contracts specialist for a government agency Exhibit sales rep for a professional group Exec Director or Program Manager of a nonprofit</i>

<b>Skills you want to use</b>	<b>Different careers or jobs that you *might* enjoy doing from your online search</b>

## Setting Goals and Developing a Plan

1. Know your **vision**. What is the big picture?
2. Know **what** you are going to do. Set SMART goals.
3. Know **why** you are going to do it. If you don't have a reason, then it shouldn't be a goal.
4. Know **how** you are going to do it. Develop a plan.

### Vision

What am I trying to accomplish by redefining my career? (hint—remember your *whole life plan*)

## What am I going to do? Setting SMART goals

**Specific** – the goal is clear and unambiguous

**Measurable** – it has concrete criteria for noting progress

**Attainable** – it is realistic

**Relevant** – the goal matters and is worthwhile

**Time-bound** – it has a target date



## Developing a plan

Task	Steps	Who Can Help	Date Due
1	a.		
	b.		
	c.		
	d.		
	e.		
2	a.		
	b.		
	c.		
	d.		
	e.		
3	a.		
	b.		
	c.		
	d.		
	e.		
4.	a.		
	b.		
	c.		
	d.		
	e.		

Task	Steps	Who Can Help	Date Due
1	a.		
	b.		
	c.		
	d.		
	e.		
2	a.		
	b.		
	c.		
	d.		
	e.		
3	a.		
	b.		
	c.		
	d.		
	e.		
4.	a.		
	b.		
	c.		
	d.		
	e.		



50 things to do to find a new career		Due Date	Who can help	Done
1	Write down 10 careers you might like to do			
2	Make a list of your top 5 strengths			
3	Complete the StrengthsFinder Quiz and read the book			
4	Make a list of your talents			
5	Write down any awards that you have received			
6	Make a list of your top 10 professional accomplishments			
7	Think about what you would do with one month off from work with full pay & a \$5000 bonus			
8	Make a list of your values			
9	Make a list of your skills			
10	Make a list of your top 10 personal accomplishments			
11	Make a list of your best qualities			
12	Ask 5 of your closest friends/family members what they think your best qualities are			
13	Ask 5 of your closest friends/family members what they think a great career would be for you			
14	Ask 5 of your former or current colleagues what they think are your best qualities			
15	Ask 5 of your former or current colleagues what they think a great career would be for you			
16	Make a list of 10 things you love to do			
17	Come up with 5 careers that relate to what you love to do			
18	Create a dreams list of things you want to do			
19	Create a dreams list of your perfect job			
20	Create or update your profile on LinkedIn			
21	Join 10 groups on LinkedIn			
22	Search for 10 people on LinkedIn who have jobs you are interested in			



50 things to do to find a new career		Due Date	Who can help	Done
23	Search for 10 Sauder alumni who do jobs you are interested in			
24	Research how to do effective informational interviews			
25	Come up with a list of 20 questions to ask on an informational interview			
26	Research 15 people who you might want to do an informational interview with			
27	Schedule 5 informational interviews			
28	Decide on a salary range you are comfortable with			
29	Decide on what benefits you need			
30	Decide what schedule will work for you			
31	Decide on how far you are willing to drive for work			
32	Decide if you are willing to relocate			
33	Research what education is needed for the careers you are most interested in			
34	Do a cost-benefit analysis to see if returning to school is a good option			
35	Take a professional development class in a field you are interested in			
36	Find 5 professional groups for the careers you are researching			
37	Attend a meeting of a local professional group			
38	Attend a conference for the field you are interested in			
39	Read a book about successful career changers			
40	Read a book about someone in the field you are interested in			
41	Make a list of what success means to you			
42	Volunteer for a committee or to do a project for a professional association			
43	Volunteer for a local non-profit to sharpen your skills in your area of interest			
44	Start a blog about the industry you are interested in going into			



50 things to do to find a new career		Due Date	Who can help	Done
45	Comment on 5 industry related blogs each week			
46	Ask and answer 5 questions on LinkedIn			
47	Watch 5 free webinars on LinkedIn			
48	Other:			
49	Other:			
50	Other:			

