

# WEnav

## Career Navigation for Youth

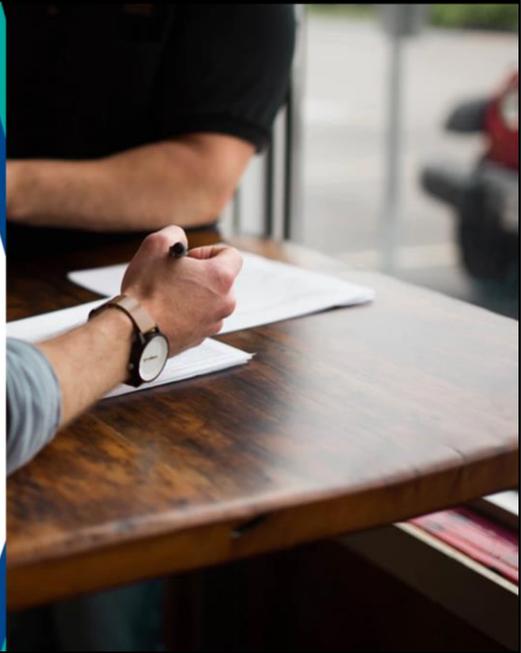
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### Section 6: Action Plan



## Let's start planning!

- You have the background information you need for your career and now it's time to start a plan



To emphasize the importance of creating an action plan, ask the following:  
Prompting Questions: Why is it important to plan for the future? Why is it important that your plan be based on action (action refers to the steps you will take to reach your goals)?

# SMART Goals

- People who make good goals are more likely to be motivated and succeed in reaching them. This is how you make a good deal.



Research shows that those who set goals are more likely to achieve those goals. To help guide youth in setting effective goals, they can refer to the SMART Goals handout. The

As a group, go through the SMART Goals handout and the examples for each section of a SMART Goal. Have youth come up with their own examples as well, and share with the group.

Specific – Your goal should be focused on improving or achieving a particular thing.

X Not Specific: I want to improve my history grade.

Specific: I want to improve my history grade by 9% by the end of the year.

Measurable – How will you know that you achieved your goal?

X Not Measurable: I will score lots of goals.

Measurable: In the next game, I will score a minimum of 4 goals.

Action – What specific actions will you take to reach this goal?

X Not Effective Action: I will become flexible.

Effective Action: I will become flexible by stretching my hamstrings for five minutes

every night for three weeks.

Realistic - Your goal should be realistic.

X Not Realistic: I will become a millionaire by next year.

Realistic: I will save 40% of my money in a savings account for the next year.

Timeline - When will you achieve your goal? Give yourself a deadline.

X I will learn to play the piano.

I will learn how to play three songs on the piano by December 1st

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## Overcoming Career Obstacles

? Everyone has obstacles (challenges) that can interfere with their goals

We will find out what can get in your way and come up with solutions so that you will be more prepared for challenges.

**As youth, one obstacle you could face is the lack of experience. What solutions can we come up with for this obstacle?**



Now that youth have made their career goals, they can examine what could possibly get in the way of achieving these goals.

Some obstacles are more easily identifiable than others; for example, coming from a low

SES background is an easily identifiable obstacle, however, an inability to pay attention

to detail is a less easily identifiable obstacle, but can have a great effect on a youth's

future career success. Urge youth to consider their obstacles carefully for this reason,

and to refer back their weaknesses listed on their All about Me charts.

Youth will find possible solutions and actions for overcoming these barriers.

Facilitators

can refer to the Potential Solutions for Obstacles resource for some potential solutions

or coping techniques for some of these obstacles, however, facilitators are highly

encouraged to first allow youth to design their own solutions and only refer to

the  
Potential Solutions for Obstacles resource if it is essential. This will help youth  
to  
develop problem solving skills and give them practice generating alternative  
plans and  
solutions. These skills are crucial for developing adaptability, which is  
fundamental for  
effective career navigation. This is why this activity is one of the imperative  
activities for  
youth to work through. Youth can use internet searches to search for ways of  
overcoming these obstacles as well.  
If youth feel comfortable sharing their potential obstacles, they can get into  
small  
groups and share potential obstacles and possible solutions. Having more than  
one  
person brainstorming possible solutions can be effective.

## ACTION PLAN



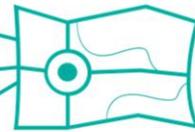
Youth will complete all sections of their Action Plans.

Encourage youth to write their Action Plans in pencil, and encourage them to continually revisit and revise their plans as they move along their career pathways.

The Timeline serves as a way of motivating youth to reach their goals, breaking up their large career goals into smaller, more achievable goals, and keeping track of their progress. Youth can use the SMART Goals sheet to create these goals, or they use the timeline as a general goal list.

## Why revisit your action plan?

- New interests
- Failures
- Growing network
- Labour market information updates
- New opportunities
- Changes in your values or priorities
- Life changes
- Success



It is important that youth understand the importance of revisiting and revising their Action

Plans as they continue with their career navigation. Their Action Plans must be flexible to allow

for unpredictable factors. This will help youth to face these unpredictable factors as they come,

and realize what it is in their plans that need to be revised.

Prompting Question: Why write an action plan if it is likely to change?

Explain that writing an Action Plan outlines all of the important things that you need to focus on when navigating through your career. With proper planning and clear actions outlined, you will be more likely to reach your goals and you will be less likely to miss any details if you need to revise your plan. This also will

help you to identify the details that may need to change if your Action Plan is to

be revised.

Emphasize one of the concepts learned in the first section; career navigation is unpredictable and looks different for everyone. Therefore, being adaptable and

having an open mind are vital for navigating career pathways in our rapidly changing world.

## Reflection Questions



1. How will I make sure that I revisit my **Action Plan** to keep it up-to-date?

Dylan's Example:

Dylan completed the WEnav program, but never revisited his Action Plan. He followed his Action Plan, was successful, and was working as a real estate agent, which was the career that he wanted. Dylan then became a father. For a few more years, he tried to balance the inconsistent hours of a real estate agent with the demands of being a father. He realized that the off hours that his jobs required did not fit with his life as a parent the way that he wanted it too, but he stuck with it because he felt like it was what he should do. Finally, after years of being stressed and pressed for time, Dylan realized that his values had changed, so he revisited his Action Plan. He was able to revise his plan and find a career that fit better with his lifestyle. He was happy it had worked out well, but disappointed that he had not done this sooner to save

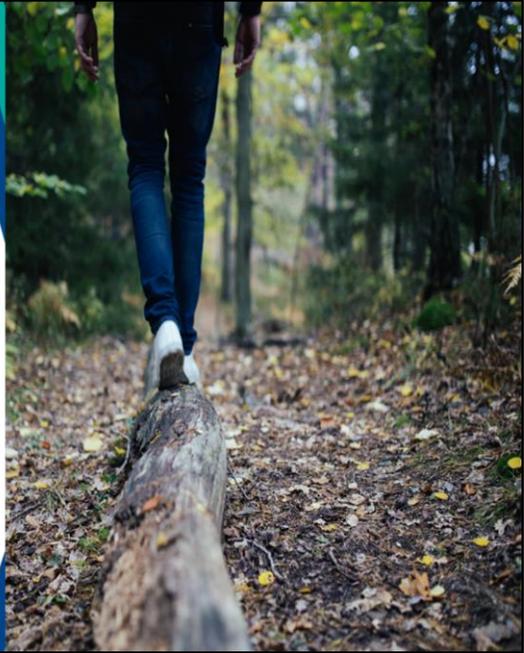
him and his family from the added stress.

Rachana's Example:

Rachana completed the WEnav program and was soon working in her dream career as a cosmetic sales person. She loved her job and was successful in it. She loved how she could combine her creativity and love of cosmetics with the challenge of sales. About 2 years into her job, Rachana was let go. Her company was downsizing their sales department because many people were now doing their shopping online, so they had started focusing their efforts on online advertising. Rachana left the company with a fantastic reference letter and 2 years of experience. She looked back to her Action Plan and started to navigate through her career once again. Because she had done this once before, it was easy for her to do. Rachana took a few extra courses so she could learn about online advertising, and was soon able to start a new career in creative online advertising. She enjoyed this job as much as she enjoyed her previous job (she still could combine her creativity with her love for cosmetics) and she was very good at it.

## Congratulations!

You are now off to a great start to discovering your career pathway(s)



*Facilitators can help instill this sense of confidence and motivation in youth by discussion*

*one or more of the following discussion topics:*

*If your career does not unravel the way that you have planned, is this necessarily a bad thing?*

*If everyone in the world was working in a career that they enjoyed and for which they are well suited, do you think this would impact society? How so?*

*What kind of effect do you see your career navigation having on the rest of your life?*

*Congratulate youth on the time and effort that they have put into career navigation.*

*Remind them that the skills and knowledge that they learned in WEnav will help them*

*throughout the courses of their careers.*