



Your Passport to Career Success

CAREER PLAN



Student Name: _____

Date of Plan: _____

Address: _____

Email: _____

Phone #: _____ **Alternate Phone #:** _____

School: _____

Assessments and Education

- HS Culminating Project Completed
Date _____
- FAFSA Completed and Filed
Date _____
- NCRC Level and Date Assessed
Date _____
- HS Diploma or GED Received
Date _____

Important Logins and Passwords for Future Reference

Career Bridge login (or another career exploration site):

Password: _____

My FAFSA pin: _____

Parent/Guardian's FAFSA pin: _____

Your Support Network

Your Support Network is made up of people who will be there for you on your journey. These are people at school, home, and career-related who you can call on with questions and any issues that arise. Please identify your school counselor, one teacher, one parent/guardian/relative, and at least one other person. Have them sign this document so they know that they are part of your Network!

School Counselor

Name: _____

Phone: _____

Email: _____

Signature: _____

Parent/Guardian/Relative

Name: _____

Phone: _____

Email: _____

Signature: _____

Teacher

Name: _____

Phone: _____

Email: _____

Signature: _____

Parent/Guardian/Relative

Name: _____

Phone: _____

Email: _____

Signature: _____



Student Name: _____

INTERESTS

What are you interested in?

- 1: _____
- 2: _____
- 3: _____
- 4: _____

APTITUDE

What are you good at?

- 1: _____
- 2: _____
- 3: _____
- 4: _____

STRENGTHS

What are a few of your top strengths?

- 1: _____
- 2: _____
- 3: _____
- 4: _____

CERTIFICATES/CREDENTIALS

List any certificates or credentials you currently have (i.e. First Aid/CPR, OSHA 10, etc...)

- 1: _____
- 2: _____
- 3: _____
- 4: _____

Career Objectives

Keeping in mind your Interests, Aptitude, Strengths, and any Certificates/Credentials you may currently have, as well as your results on the Career Assessment you took, please list two Careers to explore.

Career #1: _____

Career #2: _____

Demand Occupations?

- Yes
- No

Go to www.workforceexplorer.com and see if your chosen careers are forecasted to be in-demand!

Budgeting and Financial Knowledge

It's important to have a bank account to be able to deposit and save your money. It's also important to keep a budget so you can track where your money is going. Use this space to check off where and when you create accounts, and when you take a financial literacy account.

Do not write personal financial information in this section!

I opened a Bank Account on _____ (date)

- Checking
- Savings

I attended Financial Literacy/Budgeting training at _____ (place) on _____ (date)



Student Name: _____

Make a Plan

For each Career you chose to explore, we're going to map out the education and training you'll need and what kind of employers you can expect to work for. Use www.careerbridge.wa.gov, www.workforceexplorer.com, or www.career-cruising.com, or your school's career exploration platform to find the information you need.

Career #1: _____

REQUIRED: High School Diploma or GED Date Achieved _____

- Apprenticeship
- Short-term training program
- 2 year AA Degree
- 4 year college or university degree
- Advanced degree (MA, PH.D, etc...)
- Other _____

Two training programs, colleges, or apprenticeships I could apply at to get the education and training I need for this career are

1. _____ Location _____ Website _____
2. _____ Location _____ Website _____

List below if there are any tests, exams, or special certificates you will need to earn before beginning work (i.e.- Nursing Assistant, Welding Certificates, Architect license, Class A CDL, etc...)

List four different employers you could work for with this education and training

1. _____
2. _____
3. _____
4. _____

Entry-level wage/salary _____ Expected salary range for career _____

Describe a day in the life of someone who works in this career _____

What opportunities for promotion and advancement are there in this career? _____

After doing this research, is this a career you may like to pursue? _____

Student Name: _____

Career #2: _____

REQUIRED: High School Diploma or GED Date Achieved _____

- Apprenticeship
- Short-term training program
- 2 year AA Degree
- 4 year college or university degree
- Advanced degree (MA, PH.D, etc...)
- Other _____

Two training programs, colleges, or apprenticeships I could apply at to get the education and training I need for this career are

1. _____ Location _____ Website _____
2. _____ Location _____ Website _____

List below if there are any tests, exams, or special certificates you will need to earn before beginning work (i.e.- Nursing Assistant, Welding Certificates, Architect license, Class A CDL, etc...)

List four different employers you could work for with this education and training

1. _____
2. _____
3. _____
4. _____

Entry-level wage/salary _____ Expected salary range for career _____

Describe a day in the life of someone who works in this career _____

What opportunities for promotion and advancement are there in this career? _____

After doing this research, is this a career you may like to pursue? _____

Student Name: _____

Community resources and supportive services

You've identified two different career ideas, mapped out what education and training is necessary to get there, and looked at a day in the life at this career. You have also identified a Support Network of your school counselor, a teacher, a parent/relative, and someone else of your choice. These people are here to help you along the way. Sometimes life gets in the way and we encounter obstacles. Use the space below to document any community resources you need and who you contacted.

A few Spokane-area resources are already in the chart below.

Resource and Services	Location	Contact Information
Next Generation Zone Youth One-Stop Employment Center	901 E 2nd, Suite 100 Spokane WA 99202	www.nextgenzone.org 509-340-7800
Frontier Behavioral Health Counseling and Mental Health Resources	131 S Division Street Spokane WA 99202	www.fbhwa.org 509-838-4428
Washington Health Plan Finder Information on health insurance and how to apply		www.wahealthplanfinder.org 1-855-923-4633

NEXT STEPS...

You've identified support partners on this journey, your interests and skills, and mapped out a few possible career options. This is just the beginning of your journey on the Passport! As you move through the different phases of the Passport, you will continue to explore your future career pathways and options. You will meet people who are here to help you on your journey, and learn more about what it will take to get started and be successful. It's ok if your plans change—that's life! Use this Passport as a tool to guide you as you explore.

Keep your plan and the Passport handy so you can check off things as you complete them. Before you know it you'll have a complete Career Portfolio ready to launch.

Sign below on the date you completed this Passport Career Plan as an acknowledgement of your dedication to setting yourself up for success in your future!

Signature

Date

