

## MAP YOUR 2023

# PROFESSIONAL GOALS

Turn intention into reality by planning your learning opportunities.

## WHAT DO YOU WANT TO ACHIEVE THIS YEAR?

By putting pen to paper and setting clear, achievable goals and tasks, you're more likely to see them come to life.

### Step 1

In the boxes to the right, write down one big-picture goal for each quarter, then list the tasks that will help you achieve them. For example:

### Step 2

Now you've mapped these tasks, spend time putting them in motion. Use the surge of motivation you feel at the start of the year to make it easier for yourself to follow through in the following months – book the courses, send the emails, carve out the time in your diary now.

### Q1 JANUARY–MARCH

GOAL: Get promoted into a leadership position

TASKS:

- Find a mentor
- Book a leadership course
- Discuss ambitions with manager
- Do online course in constructive feedback

### Q1 JANUARY–MARCH

GOAL: \_\_\_\_\_

TASKS: \_\_\_\_\_

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### Q2 APRIL–JUNE

GOAL: \_\_\_\_\_

TASKS: \_\_\_\_\_

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### Q3 JULY–SEPTEMBER

GOAL: \_\_\_\_\_

TASKS: \_\_\_\_\_

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### Q4 OCTOBER–DECEMBER

GOAL: \_\_\_\_\_

TASKS: \_\_\_\_\_

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# WHEEL OF DEVELOPMENT

Not sure where to get started? Fill out the 'wheel of development' to get a visual on where you might need to pay extra attention.

## How it works

Each segment of the circle relates to an area of development and is divided into 10 sections, rated 1 to 10. The centre section is 1 – being not important; through to the outer circle that is 10 – being very important.

### Step 1

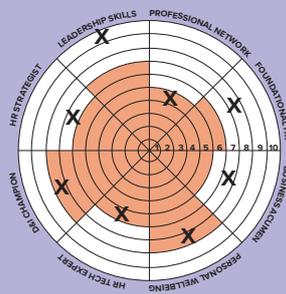
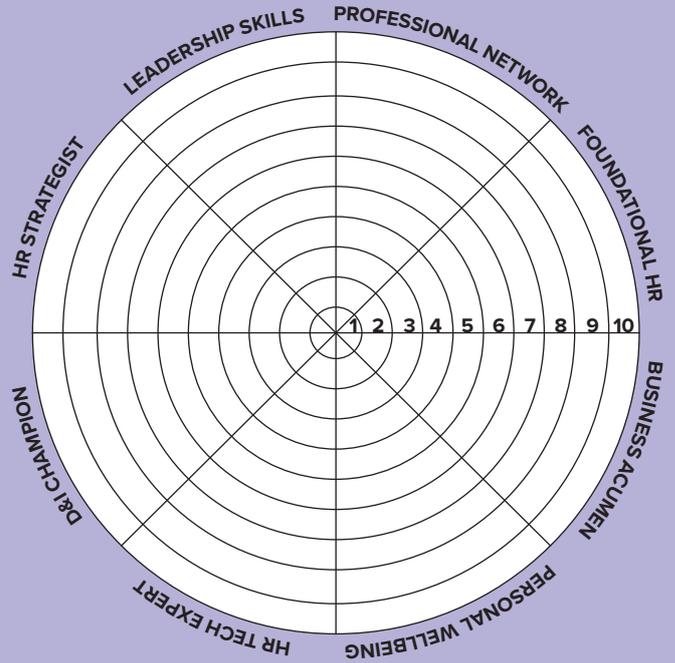
Using a cross, place a mark in each section to determine how important it is for you to upskill in this specific area in 2023.

### Step 2

Colour in each segment with your current skill level in this area. Use the sections as a 1-10 rating again – 1 being novice, 10 being expert.

### Step 3

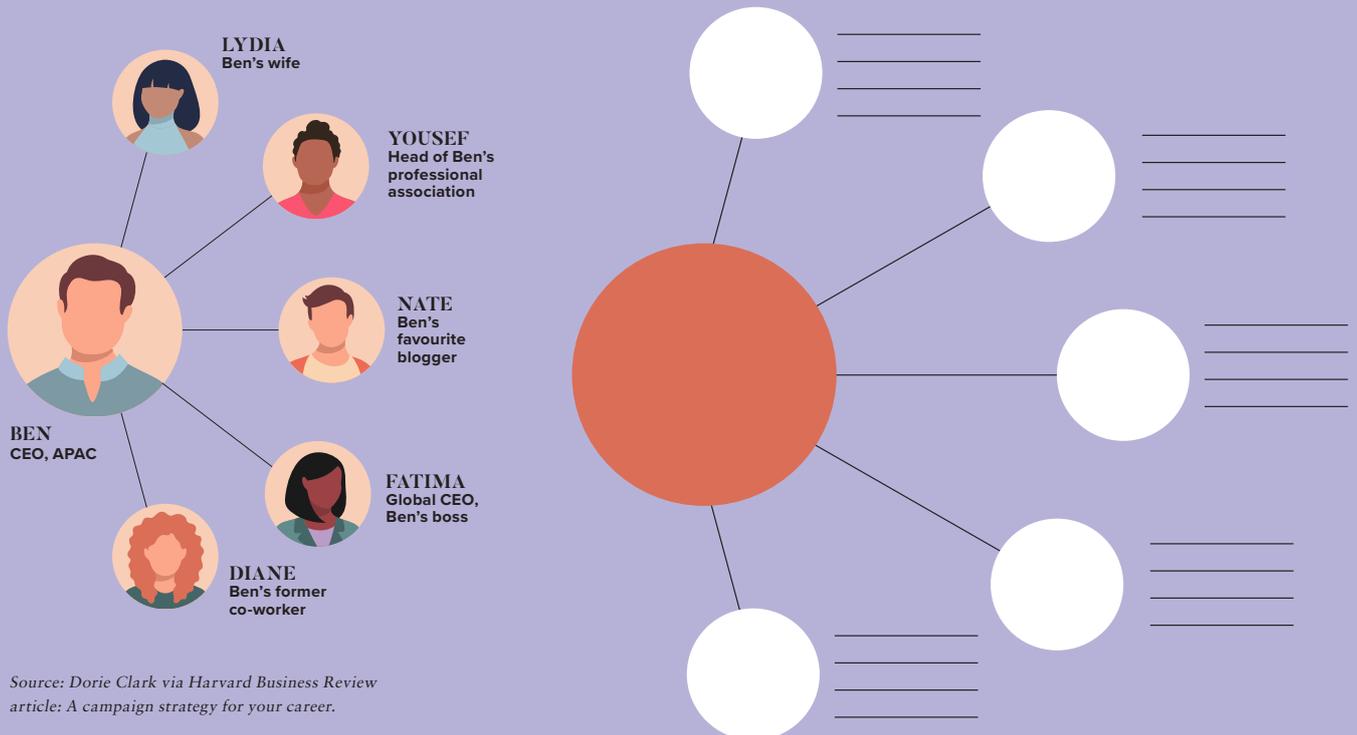
Look at where the crosses are not in the coloured areas. This will give you a clear picture of where you should focus your attention.



# CREATE YOUR POWER MAP

A key part of advancing your career is ensuring you're influencing and engaging the right people.

Dorie Clark's power map is a great way to plan who you need to get inside in order to influence your key stakeholders. Scan the QR code on the right for a detailed explainer on how to create the map.



Source: Dorie Clark via Harvard Business Review article: A campaign strategy for your career.

# WHAT NOW?

Now you're identified your goals and key stakeholders, it's time to figure out how AHRI can help you.



## Step 1

Determine your hero learning opportunity or your suggested short-course journey (or both!), depending on your career stage (foundational, mid or senior level).

**Note:** Choose a journey that suits your needs. There's no reason why someone early in their career couldn't sign up for courses at the top of the pyramid.



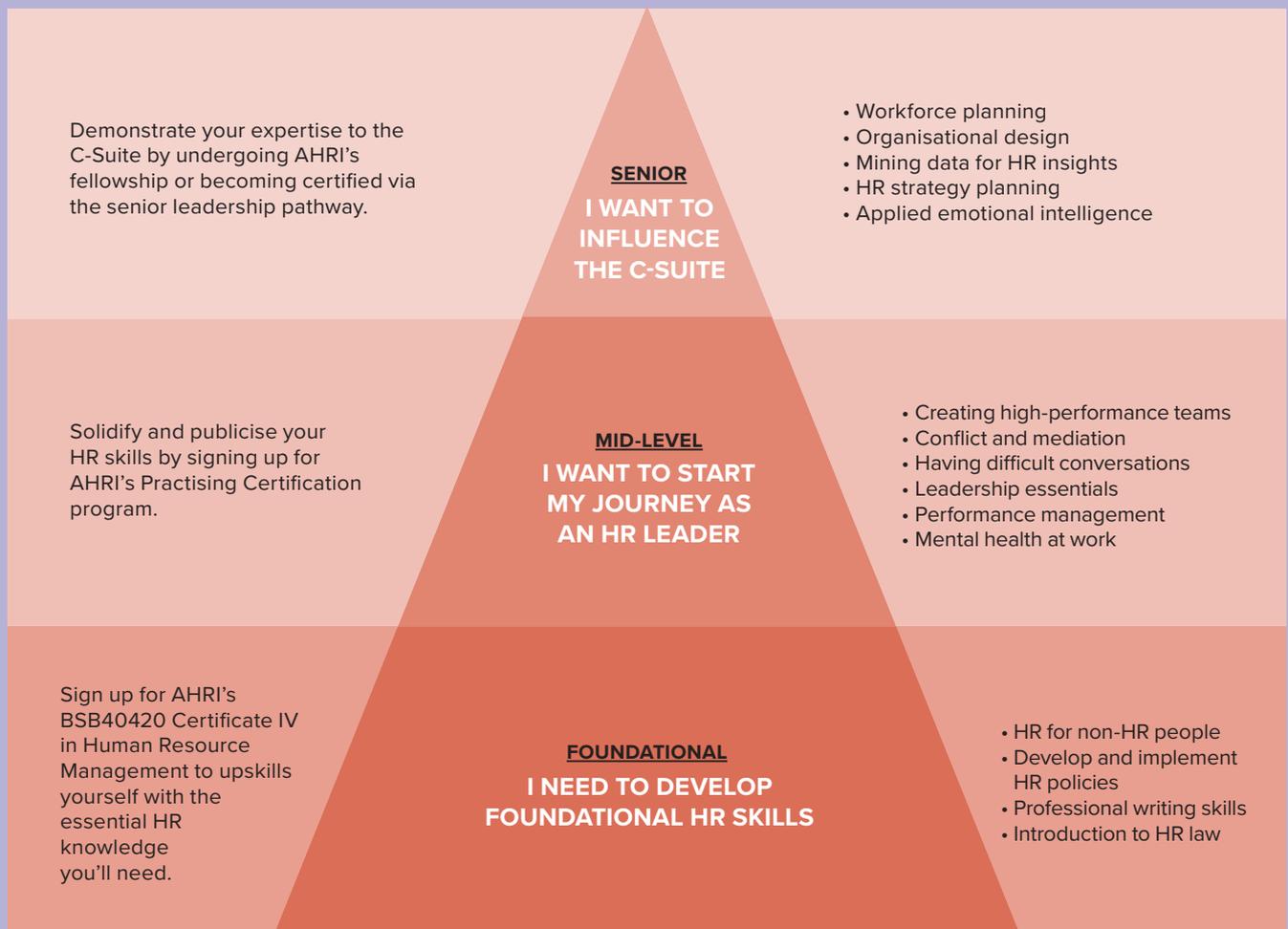
## Step 2

Learn more about the courses suggested by visiting [ahri.com.au/shortcourses](http://ahri.com.au/shortcourses).

**Note:** This is just a taste of the courses that AHRI has on offer.

## HERO LEARNING OPPORTUNITY

## YOUR SHORT-COURSE JOURNEY



AHRI's BSB40420 Certificate IV in Human Resource Management is a nationally-accredited vocational program recognised throughout Australia. (RTO provider number: 110087)