



# Personal Strategic Career Plan

Concentration: \_\_\_\_\_ Year of graduation: \_\_\_\_\_ To use in conjunction with Self-Assessment

## 1. Self-Assessment

What are my strengths?  
(include knowledge, skills, abilities)

What are my weaknesses?

What are my career goals?

What are my lifestyle considerations  
(location, money, work/life balance?)

## 2. Targets

**(Note: Include not only *ambitious but realistic* employment opportunities. Review job descriptions in CAVlink, AEA.org, Econnect, usajobs.gov, bloombergcareers, collegefeed, Indeed.com, organization's websites, etc)**

1. What types of jobs am I looking for?

Position titles (list 1-3):

Job functions:

Job description  
(functions/activities):

Skills required:

Work values/Work  
environment:

Industries (list 1-3):

Sector (choose 2):

Companies/  
Organizations/  
Associations (list 3-6):

\*Salary range:

\*consider your cost of living and your anticipated contribution to the organization

**3. Self-Marketing**

"2-minute  
pitch" (selling  
who I am and  
what I have to  
offer)

[Empty box for writing the 2-minute pitch]

#### 4. Networking Plan

Interview Questions (list 3-5 *you would* like to ask prospective employers:

\*People (list at least 6):

\*could be alumni, professors, practitioners, peers, family/friends, etc.

\*Events (list 2-3 you plan to attend):

Could be talks, workshops, info sessions, conferences, career panels, etc.

Associations/ Organizations (list 1-3 you'd like to join:

#### 5. Career Questions

**To consider this year:**

1. Resume or cover letter review
2. Job search strategy
3. Resources
4. Interview questions (including why you are studying economics)
5. Negotiation and offer concerns

**Source material taken from: Columbia University's School of International and Public Affairs, Wake Forest University, and University of Wisconsin's Department of Economics**