

## Career Planning Worksheet 1: SWOT

**Instruction:** Please read *Module 1: Labor Market Information* to fill out this worksheet appropriately.

<p><b>Strengths</b></p> <p>What skills, talents, attitudes, and resources do you have that could give you an edge against the other talents in the labor market?</p>	<p><b>Opportunities</b></p> <p>What trends, events, and factors in the labor market can help you land your dream job?</p>
<p><b>Weaknesses</b></p> <p>What skills, talents, attitudes, and resources do you lack that might put you at a disadvantage against the other talents in the labor market?</p>	<p><b>Threats</b></p> <p>What trends, events, and factors in the labor market could be a risk, barrier, or obstacle for you to land your dream job?</p>

1. What steps can you take in the next few months to leverage your strengths?

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2. What steps can you take in the next few months to address your weaknesses?

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3. What steps can you take in the next few months in order to take advantage of the opportunities in the labor market?

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4. What steps can you take in the next few months to anticipate the threats in the labor market?

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5. Identify your priority steps and develop an action plan for such steps.

<b>Priority Steps</b>	<b>Timeline</b>	<b>Resources Needed</b>
1.		
2.		
3.		
4.		
5.		