

Planning and Reaching Goals

Guide

* Where do I start?
* How do I make plans and goals?
* How do I reset my motivators?

Swansea Working staff will guide you in the right direction for free one to one mentoring services with our staff or a chance to join other individuals on a similar path to your own.

Swansea Working can use development plans with you to map your journey. SW can help you plan each step towards building your career, meeting your objectives and obtaining and staying in your ideal job.

Your needs will be the focus of this mentoring relationship. AIM HIGH as we will negotiate as best we can to support you, if you show us you are committed.

The mentor will ask you to consider your career goals; these could be long-term and short-term, but they should always be SMART:

**S**pecific

**M**easureable

**A**ttainable

**R**ealistic

**T**imed

(G.T. Doran, 1981)

Once you have set out your long-term goals and short-term goals, your mentor will work with you to put together an action plan. Sometimes people are not 100% sure what it is they want to do and we can support you through this by understanding your values.

**Action Planning**

Some of the participants of Swansea Working will need support with;

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| --- | --- |
| Childcare | Financial problems |
| Lack of suitable qualifications | Poor mental or physical health |
| Transport | Lack of work experience |
| Previous convictions | Substance misuse issues |
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Reaching your goals will take commitment on your part. You will need to identify your strengths and weaknesses to move forward with your career. Through frank and honest discussions with us, we will be able to help you find your strengths and overcome your weaknesses.

Swansea Working can also help by applying for funding on your behalf and linking you up to free support already provided by local partner organisations.



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