

# MyJob – Action Plan

Youth Name:

- \* The EC keeps a copy of the completed Action Plan and provides a copy to the youth.
- \* At a minimum, youth should develop one education and one employment goal.

<b>S</b> SPECIFIC	<b>My goal is:</b> (what do you want to achieve? Who needs to be involved?)
Education	
Employment	
<b>M</b> MEASURABLE	<b>I will track my progress by:</b> (How can you measure progress and know if you've successfully met your goal?)
Education	
Employment	
<b>A</b> ACHIEVABLE	<b>I will achieve this goal by doing the following:</b> (Are you capable of achieving this goal? Do you have the needed skills? If you don't, how can you build them?)
Education	
Employment	
<b>R</b> RELEVANT	<b>This goal helps me because:</b> (why should you achieve this goal? What is the impact?)
Education	
Employment	
<b>T</b> TIME-BOUND	<b>I will complete this goal by (date):</b> (How long should it take to accomplish this goal and is it realistic?)
Education	
Employment	
<b>COMMITMENT</b> Date and Youths' Signature	<b>I am committed to working on and achieving my goal!</b>