

# Career Planning Toolkit

12-Month Roadmap • Skills Audit • Pivot Checklist

## 1. 12-Month Career Roadmap

Use this roadmap to translate long-term career goals into quarterly, actionable steps. Review progress every quarter and adjust based on feedback and market signals.

Quarter	Primary Goal	Skills to Build	Key Projects / Experiments	Success Metrics
Q1 (Months 1–3)				
Q2 (Months 4–6)				
Q3 (Months 7–9)				
Q4 (Months 10–12)				

## 2. Skills Audit

Audit your current skills against your target role. Focus on evidence, not assumptions. Skills tied to real outcomes compound faster.

Skill	Current Level (1-5)	Evidence / Results	Importance	Action Needed

### 3. Career Pivot Checklist

Use this checklist before making a career pivot. Strategic pivots are planned, validated, and supported by evidence.

- Clear reason for pivot (not just dissatisfaction)
- Target role aligns with long-term direction
- Market demand validated through job trends
- Transferable skills clearly identified
- At least one real-world project completed
- Financial runway confirmed
- Timeline and fallback option defined