



2023

CAREER

GOAL SETTING



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Hello,

At Employii it's our purpose to create strong, supported and strategic careers in psychologically safe workplaces.

We're authentic. We're accountable. We're all about growth. And I'm guessing you're here because you are too!

We partner *with you* to achieve optimal outcomes, tailored to your individualised goals.

That's right... *with*.

Be ready to put in the work and show some drive even if it means stepping out of your comfort zone.

If you can do that, then we're here for you. Every step of the way.

It's your career.

Let's get it.



ONE:

Let's get clear.

Where are you now?

Where are you going?

How are you getting there?

Right now...

your bio

education
job history
interests
training

likes

elements
skill use
culture
interactions

dislikes

purpose
progression
tasks
priorities

the goal

jobs, industry, interests

words
anything
everything

relevant experience

work
volunteering
hobbies

transferable skills

technical
soft skills
analytical

& the gap

known

skills
experience
systems
concepts
education
attributes

unknown

programs
metrics
industry know
intricacies
advantages
strategies

unknown >



known

the gap >



the goal



TWO:

What's your brand?

Who are you?

What can you do?

How do you tell everyone?

your brand

values
goals
attributes
skills
reputation

your channels

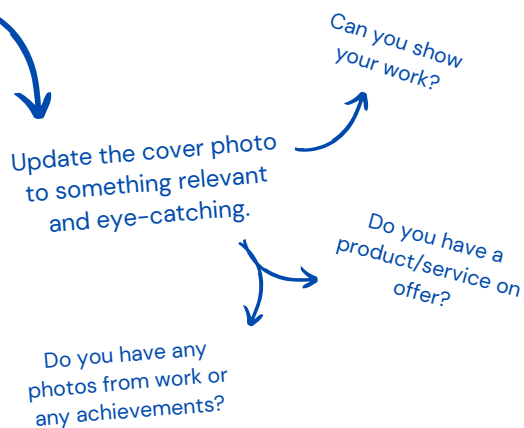
linkedin
blogs
networking
instagram
speaking

LinkedIn

1. Build your network strategically.

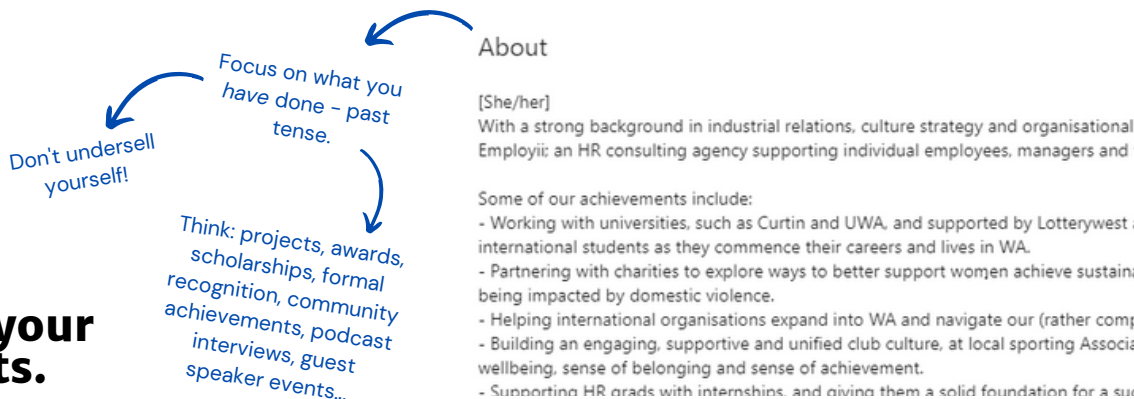


2. Show who you are at first glance.



Your bio line is seen whenever you pop up onto someone's newsfeed - in one line, what do you want someone to know about you?

3. Show off your achievements.



LinkedIn

4. Direct people where you want them to go.

People click on your featured posts. If you have anything that you want to increase your 'clicks' and engagement scores on - feature them!

If you have an external website, blog or other online forum, relevant to your career - feature it.

Featured

Employii - HR Support
employii.com.au

Employee, Manager or Business owner? We can help you with almost anything HR.

Strong, Supported & Strategic Careers: check out our new Members' Hub!
employii.com.au

We provide HR advice and support to individuals employees, managers and...

Was great chatti
Mental Health t

Men's Health W
#EmployiiofPer
employii.com.au •

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If you have written any key articles, feature them!

5. Make sure your experience is up to date.

Use this section as if it were your CV. You can include key projects, duties and responsibilities if you wish.

Link to the companies where possible, to keep your page bright and colourful. You'll also appear on more searches.

Experience



Founding Director | HR & IR Specialist

Employii
Jan 2021 - Present • 8 mos
Perth

Employii provides human resources support, advice and education to its clients through memberships, Employii Assist and online courses. Our purpose is to achieve strong, supported and strategic careers in great workplaces, through an integrated approach to HR.

Volunteer experience



Netball Coach
West Coasters Netball Club
2011 - Present • 10 yrs
Children



Volunteer Community Work
World Challenge, Asia Pacific
Nov 2009 - Dec 2009 • 2 mos
Education

More Add section

- Featured
- Background
- Work experience
- Education
- Licenses & certifications
- Volunteer experience

6. Include all sections that apply to you.

Make sure to check out all of the features available. Include volunteering, education, licenses and more.

LinkedIn

7. Choose which skills you want people to endorse you in.

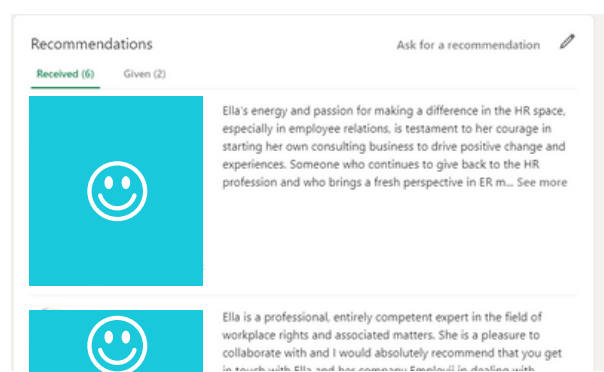
You can pre-select your main skills for people to endorse you in.
Ask your colleagues and others to endorse you, and endorse them in return too.

Skills & endorsements

Add a new skill

Take skill quiz

Industrial Relations - 4



8. Request recommendations!

"References upon request" no more! Collect references by requesting colleagues, managers, direct reports, clients, mentors and more to provide a recommendation.

Do you have overseas experience? This can help you overcome the barrier or potential employers trying to contact references in different time zones.

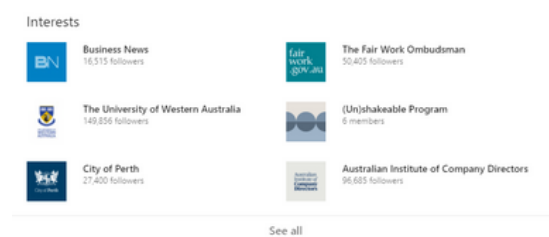
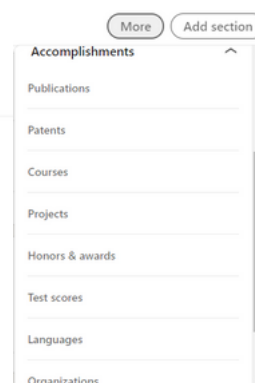
9. Include your accomplishments

I find this section can usually cover anything and everything else not mentioned before – or, it offers a way to break down the information in your 'about' section.

Accomplishments

2 Organizations

Australian Human Resources Institute • Industrial Relations Society of WA



10. Target who you follow

Whether its potential employers, regulatory bodies, networking groups, potential clients, associations... if you can relate it to your career, follow them.



THREE:

Short term goals.

Next steps.

Commitments.

Accountability.

In the next month, I will:

Goal - what

01

Tasks - how

-
-
-
-
-
-

Goal - what

02

Tasks - how

-
-
-
-
-
-

Goal - what

03

Tasks - how

-
-
-
-
-

By: _____, I will:

Goal - *what*

04

Tasks - *how*

Goal - *what*

05

Tasks - *how*

Goal - *what*

06

Tasks - *how*

Each time I achieve a goal, I will celebrate by:



GOAL ONE:

GOAL TWO:

GOAL THREE:

GOAL FOUR:

GOAL FIVE:

GOAL SIX:

CONCLUSION

Getting the career you want will take time, energy, planning, setbacks and finally, breakthroughs.

What you want from your career today, might not be what you want forever. Stop, start, pause, pivot. There's no right or wrong.

Ask for feedback.

Ask for advice.

Give back in return.

Look for positives.

Invest in your resilience.

Invest in your wellbeing.

Seek growth.

Be adaptable.

Don't give up.

Be your biggest fan.

And we'll be your second.

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