DEPARTMENT OF HUMAN RESOURCES
CAREER PLAN

EMPLOYEE: _____

DEPARTMENT _____

POSITION TITLE _____

1. **Are you enrolled in a formal degree program?** **Yes** ☐ **No** ☐
   (If no, skip to question #3)

2. **Check type of degree:** **Associate's** ☐ **Bachelor's** ☐ **Master's** ☐

   Area of concentration: _____

   Estimated date of degree completion: _____
   Attach degree outline from college catalog or as provided by advisor.

3. **List the State of Vermont government position(s) for which your degree or other continuing Education coursework will help prepare you: (Please use additional paper if needed)**

4. **State your career goal(s): (Please use additional paper if needed)**

5. **Outline the actions you are taking to reach your career goal(s): (Please use additional paper if needed)**

_____

Employee Signature **Print Name** **Date**

_____

Supervisor/Appointing Authority Signature **Print Name** **Date**

Updated 4/2009