

## PRIORITIES LIST

Now take a few minutes to prioritize, thinking both about a realistic time frame to learn that particular skill and whether it's a short- or long-term goal. Some will fall into the “now” category—these are skills that can immediately impact your ability to do your current job. Some may fall into the two- to three-year category, which would be skills that prepare you to move up to the next level. And some may fall into the long-term, four- to six-year category. Then, in the right-hand column, jot down your best estimate of how long you think it will take to achieve the level of proficiency you want.

By prioritizing the skills you need, you'll know what to tackle first and what to keep on your radar as you consider professional development opportunities in the future.

NOW	

2 TO 3 YEARS	

4 TO 6 YEARS	