

## Career Advice

BY DEREK KANEHIRA, SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM) HAWAII CHAPTER — STATE DIRECTOR, SHRM FOUNDATION AND RESEARCH; VICE PRESIDENT AND DIRECTOR OF HUMAN RESOURCE SERVICES, HAWAII EMPLOYERS COUNCIL

### Find fulfillment by creating career goals



Setting defined goals can help you immensely in the upward trajectory of your career. Your professional objectives can include anything from moving up the ladder to earning a higher income, or changing to a job that best suits your skills and talents.

**Q. Why is it so important to set career goals?**

**A.** Setting career goals gives you the direction and purpose you may need to be successful in your career and to achieve

personal or professional milestones. When you set specific goals, your standards and habits change for the better. Goal-setting can provide a feeling of control over the unpredictability of life. It also helps relieve the stress that comes from the unknown — i.e. the future.

**Q. How do I start the process of setting up my career goals?**

**A.** Grab a pen and a piece of paper and start writing down what you would like to accomplish. Recording your goals and actions requires you to be specific about what you're trying to achieve, creates accountability, makes it easier for you to track your progress and allows you to make adjustments as necessary.

**Q. What should I think about as I'm mapping out my career goals?**

**A.** Be realistic about your personal strengths and challenges. Set attainable long-term and short-term goals. Take baby steps toward reaching your set milestones and you are much more likely to achieve them. Lastly, be flexible with your aspirations — sometimes, you may need to change the method of how you're achieving them, so keep an open mind and continue to move forward.

**Q. How often should I go through the process of fine-tuning my career goals?**

**A.** Goal-setting is an ongoing activity. Generally, goals should be reviewed regularly in order to properly track and monitor your progress. And remember, goals must be specific and measurable to be achievable.