

My future – career planning

for scientific staff within the departments

It is up to employees to plan their own careers. This document remains with you and must not be passed on to someone else.

Name / First name of employee _____

Organisational unit / research group _____

Function and level of qualification _____

Name / First name of sparring partner _____

Skills and strengths

What strengths do I have in terms of skills, resources and expertise that are relevant to my development goals?

Areas for development for reaching the next level

What skills, resources and expertise do I need to develop and/or build on to achieve my career goals?

Possible career paths /options

What career paths are you interested in? Try to find out as much as possible about them through your own research, myIDP or your network.

Career options	Information about / characteristics of these options

Career goal

What career goal are you aiming for after carrying out this analysis?

Development measures

Plan very specific goals in your professional development for the next 18 months to ensure that you achieve your targets by the time your ETH employment contract ends.

Area for development	Measures	Support by	By when?

When it comes to devising development measures, bear in mind that various types of development tools are available. Here are a few ideas:

- Off-the job training: Seminars or courses (internal/external), conferences, lectures, reading material, mentoring/coaching
- On-the job training: Extra responsibility (e.g. project), special tasks

Comments

Signatures

Location, date _____

Employee's signature _____

Location, date _____

Sparring partner's signature _____