



Career Conversation Reflection Guide

This worksheet is designed to help you reflect on your career goals, interests, and growth areas before a career development discussion. There are no right or wrong answers. Feel free to jot down notes or to just think through the questions – the goal is to help guide a meaningful conversation about your continued growth and impact.

Looking Back – Reflection

- What accomplishments from the past year are you most proud of?
- Which parts of your work give you the most energy or satisfaction?
- What work or responsibilities feel fully mastered at this point?

Looking Forward – Interests & Motivation

- What types of work would you like more exposure to?
- What skills or capabilities would you like to strengthen over the next 1–2 years?
- What would make the next phase of your career feel meaningful or exciting?

Growth Preferences

Which type(s) of growth interests you most right now?

- Greater leadership or influence
- Deeper subject-matter expertise
- Broader organizational exposure
- New challenges or variety
- Stability and continued excellence in current role

Impact & Contribution

- Where do you believe you can have greater impact within the organization?
- Are there initiatives, projects, or areas where you would like to contribute more?

Support & Development

- What support or opportunities from leadership would help you grow?
- Are there experiences, visibility opportunities, or responsibilities you would like to explore?

Open Thoughts

- Anything else you would like to discuss regarding your career, goals, or development?