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Your Personalized Sustainability Career Action Plan

Your success in sustainability will come from consistent, intentional action. This plan translates your knowledge into a structured journey with measurable progress. Customize it to match your goals, strengths, and unique context.

I. Assess Your Starting Position

A. Career Stage:

☐ Early-career
☐ Mid-career
☐ Experienced (transitioning fields)

Your reflection:
→ *Where are you right now in your career journey?*

_____
_____

B. Technical Knowledge:

What sustainability knowledge do you already have?
→ *E.g., climate science, ESG reporting, circular economy, etc.*

_____
_____

What knowledge do you need to gain?
→ *List any identified skill or knowledge gaps.*

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C. Network Status:

Current connections in sustainability:
→ *Who do you know? Are you active in relevant communities?*

Opportunities to grow your network:
→ *List organizations, events, or communities you could engage with.*

D. Visibility and Digital Presence:

LinkedIn / Personal brand status:
→ *Do you appear as a sustainability professional online?*

Improvements to make:
→ *E.g., update headline, add posts, write articles, improve summary.*

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II. Your 30-60-90 Day Timeline

A. Days 0–30: Research & Foundation-Building

Task	Status	Notes
Identify 10–15 target organizations	☐	_____
Research decision-makers	☐	_____
Optimize LinkedIn profile	☐	_____
Join 3–5 relevant groups/communities	☐	_____
Create a contact tracking system	☐	_____

B. Days 30–60: Outreach & Visibility

Task	Status	Notes
Request 3–5 informational interviews	☐	_____
Post 1–2 LinkedIn updates per week	☐	_____
Attend an event or webinar	☐	_____
Find one strategic volunteer opportunity	☐	_____
Research trends at target organizations	☐	_____

C. Days 60–90: Deepen Engagement

Task	Status	Notes

Follow up and expand your network	☐	_____
Develop a substantial content piece (article, etc.)	☐	_____
Propose a role or project to an organization	☐	_____
Start a small project or volunteer work	☐	_____
Review and adjust target list	☐	_____

III. Optional Add-Ons (Use these if they apply to you.)

- 📘 Courses to Enroll In:
  → *List any courses, certifications, or workshops you plan to take.*

_____

_____

- 🎯 Stretch Goals:
  → *E.g., speak at an event, publish in a niche sustainability blog.*

_____

_____

- 🔄 Review Frequency:
  → *Decide how often you'll check in with yourself—weekly, bi-weekly, etc.*

_____

_____

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IV. Final Notes & Personal Motivation

Why are you pursuing a career in sustainability?
→ *Write a short personal mission statement to keep you inspired.*