

Career Clarity Assessment

An NLP-Based Self-Coaching Worksheet

Purpose

Use this worksheet to explore your strengths, values, interests, preferred ways of working, and desired future—then turn your insights into a clearer career direction.

Important: This is a self-reflection tool, not a psychological or scientific diagnostic test. Use your answers as information for decision-making, not as a fixed label about who you are.

Name:		Date:	
Current role / study:		Age (optional):	

How to use: Answer quickly and honestly. Do not try to give the “perfect” answer. When a question creates a strong feeling, memory, image, or example, write it down—that information may be useful.

1. Your Current Career Picture

Before choosing a direction, establish where you are now. Separate what you actually want from what you think you “should” want.

What do you currently do for work, study, or business?

What do you enjoy about your current situation?

What do you dislike, avoid, or want to change?

If nothing changed for the next 3 years, what would concern you most?

Career Clarity Scale

Circle or mark one number for each statement.

Statement	1	2	3	4	5
I know what kind of work gives me energy.					
I know my strongest transferable skills.					
I know what matters most to me in a career.					
I can describe the type of work environment I prefer.					
I have a realistic next career step.					

Total score (out of 25): _____ | Re-score after completing this worksheet: _____

2. Well-Formed Career Outcome

NLP uses a well-formed outcome process to make a goal more specific and actionable. Focus on what you want to move toward—not only what you want to escape.

A. What do you want instead?

Complete: “I want a career in which I...”

B. Make it sensory-specific

Imagine a normal workday when you have this career. What will you SEE?

What will you HEAR—from yourself, colleagues, clients, or customers?

What will you FEEL internally when the work fits you?

C. Evidence

What would tell you clearly that you have chosen the right direction?

D. Control & responsibility

Which parts of this outcome are within your control?

What is one action you can take within the next 7 days?

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3. Career Values Elicitation

Values are the qualities or experiences that make work meaningful to you. Use your real experiences rather than choosing words because they sound impressive.

Step 1 — Choose your important career values

■ Freedom / Autonomy	■ Security / Stability	■ Growth / Learning	■ Money / Financial Reward
■ Creativity	■ Impact / Contribution	■ Recognition / Status	■ Leadership
■ Connection / Teamwork	■ Challenge	■ Work–Life Balance	■ Flexibility
■ Service	■ Achievement	■ Mastery	■ Variety

Write your TOP 5 values in order of importance.

Step 2 — Test the values

For your #1 value: What must be present in your career for this value to be satisfied?

For your #1 value: What would violate or frustrate this value?

Which value would you refuse to sacrifice, even for a higher salary?

4. Strengths, Skills & Excellence

Look for patterns in moments when you performed well, learned quickly, solved problems, or felt naturally engaged.

Describe 3 situations where you felt competent, proud, or highly effective.

For each example, identify the pattern:

What were you doing? What skills were you using?

What came naturally to you that others may find difficult?

What do people repeatedly ask you to help them with?

What do you learn faster than average when you are interested?

Strengths Pattern

Strength / skill	Evidence from my life	Where it could create value

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5. Interest, Energy & Motivation Map

Career fit is not only about being capable. Pay attention to what naturally captures your attention and what type of activity leaves you energized.

Circle or mark one number for each statement.

Statement	1	2	3	4	5
I enjoy solving problems with no obvious answer.					
I enjoy learning deeply about subjects that interest me.					
I enjoy creating, designing, writing, or producing something.					
I enjoy helping, teaching, coaching, or supporting people.					
I enjoy organizing people, systems, projects, or information.					
I enjoy persuading, selling, negotiating, or influencing.					
I enjoy analyzing data, patterns, systems, or logic.					
I enjoy practical, hands-on work and visible results.					
I enjoy independence and making my own decisions.					
I enjoy collaboration, discussion, and working with others.					

1 = strongly dislike 2 = dislike 3 = neutral 4 = enjoy 5 = strongly enjoy

Which 3 activities scored highest—and what do they have in common?

Which activities scored lowest—and what does that tell you about your preferred work?

When have you experienced “I could do this for hours” energy?

6. Preferred Work Environment

There is no universally best work environment. The aim is to discover the conditions in which you are most likely to perform and feel satisfied.

Rate each statement: 1 = not me, 5 = very much me.

Statement	1	2	3	4	5
I prefer clear structure and defined expectations.					
I prefer flexibility and freedom to choose how I work.					
I prefer working independently most of the time.					
I prefer frequent collaboration and interaction.					
I prefer predictable routines.					
I prefer variety and changing challenges.					
I prefer a fast-paced environment.					
I prefer time to think before acting.					
I prefer leading decisions.					
I prefer contributing as a specialist.					

What kind of manager/leader helps you perform at your best?

What kind of workplace would drain you quickly?

What boundaries do you need for your career to be sustainable?

7. Future Pace: Test Possible Directions

Imagine that one possible career direction has already become your normal life. Do not judge it yet—notice your response.

Direction A: _____

Imagine living this career 2 years from now. What do you notice about your daily life?

What feels exciting or meaningful?

What feels uncomfortable, heavy, or “not me”?

Direction B: _____

Imagine living this career 2 years from now. What do you notice about your daily life?

What feels exciting or meaningful?

What feels uncomfortable, heavy, or “not me”?

Direction C: _____

Imagine living this career 2 years from now. What do you notice about your daily life?

What feels exciting or meaningful?

What feels uncomfortable, heavy, or “not me”?

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8. Perspective Shift for Career Decisions

Use three perspectives to reduce the effect of one single viewpoint. Write from each perspective before making your decision.

Position 1 — Me

If I choose the career direction that best fits me, what do I want and why?

Position 2 — A trusted, objective observer

If someone wise observed my strengths, values, and behavior, what might they recommend I consider?

Position 3 — Future Me

Imagine yourself 5 years from now, looking back. What decision would you be glad you explored?

Key insight:

What became clearer when you changed perspective?

9. Career Direction Shortlist

Use your previous answers to generate 3–5 possibilities. Do not force yourself to find one perfect career. The goal is to identify promising directions worth testing.

Career direction	Why it fits me	What I need to test

Decision Matrix — score each direction from 1 (low) to 5 (high)

Criteria	A	B	C	D
Fits my values				
Uses my strengths				
Matches my interests				
Fits my preferred environment				
Realistic to explore now				
Potential for growth				
Overall energy / motivation				
TOTAL				

10. Beliefs, Reality Check & Next Action

A career decision can be blocked by beliefs such as “I am too old,” “I am not qualified,” or “I have to choose one thing forever.” Treat these as thoughts to examine—not automatically as facts.

What belief is making career choice harder for you?

What evidence supports this belief? What evidence does not support it?

What would be a more useful, realistic belief that still respects the facts?

Career Experiment Plan

Action / experiment	By when?	What I will learn	Result

My next 7-day commitment:

Final reflection: Career clarity does not require knowing your entire future. A good next step is one that gives you useful information while moving you toward a life that fits your values and strengths.

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