

TOOL 06

90-Day Career Planner

Turn professional goals into practical weekly action.

A PMU career grows through structure, not wishful thinking. Use this planner to organize learning, model work, documentation and client-readiness.

NAME

START DATE

My main 90-day goal

Why this goal matters

What success will look like

Current Readiness - Score 1 to 5

Technical skill 1 2 3 4 5

Consultation confidence 1 2 3 4 5

Portfolio quality 1 2 3 4 5

Pricing confidence 1 2 3 4 5

Hygiene & safety 1 2 3 4 5

Documentation 1 2 3 4 5

Client communication 1 2 3 4 5

Professional discipline 1 2 3 4 5

MONTH 1

Build Foundations

Main focus

Skills to practice

Number of sessions planned

Tools / resources needed

Main checkpoint

Weekly Priorities

WEEK 1 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 2 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 3 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 4 | Primary goal: | Practice: | Documentation: | Professional action:

MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

MONTH 2

Improve Consistency

Main focus

Skills to practice

Number of sessions planned

Tools / resources needed

Main checkpoint

Weekly Priorities

WEEK 1 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 2 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 3 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 4 | Primary goal: | Practice: | Documentation: | Professional action:

MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

MONTH 3

Prepare For Professional Readiness

Main focus

Skills to practice

Number of sessions planned

Tools / resources needed

Main checkpoint

Weekly Priorities

WEEK 1 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 2 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 3 | Primary goal: | Practice: | Documentation: | Professional action:

WEEK 4 | Primary goal: | Practice: | Documentation: | Professional action:

MONTH-END CHECK

What improved? What still needs guided practice? What should change next month?

REUSABLE PAGE

Weekly Action Planner

WEEK NUMBER

DATE RANGE

Main goal

Practice sessions planned

Model / surface work

Portfolio action

Client communication action

One professional habit to build

End-of-Week Review

What moved forward

What slowed me down

My next responsible step

FINAL REVIEW

90-Day Review

Use evidence, not mood, to decide what comes next.

What improved most

What still needs guided practice

Am I Ready For the Next Stage?

☐ More models

☐ Portfolio building

☐ First paid clients

☐ More education / mentoring

☐ Pricing update

☐ A new 90-day cycle

The strongest evidence of my progress

The biggest risk if I rush

My next 90-day target

LYDIA'S PRO TIP

A career becomes realistic when goals are tied to dates, actions and evidence of progress.