Take stock of the current situation and identify your internal strengths and weaknesses. Then take a look at the environment now and in the foreseeable future and identify some opportunities and threats. Answer the following questions to help gather your thoughts as you begin to explore where you are and where you want to be. Some examples may apply to more than one quadrant.

**Strengths:** What are the positive aspects of me and my present position?

- I bring to my job 29 years of full time teaching experience, and almost 13 years of administrative experience.
- I am able to problem solve and help mediate differences.
- I am caring, sincere in wanting to help others, including students.
- I have a strong religious and family base.
- Hobbies include raising cattle, camping, and reading.

**Weaknesses:** What are the negative aspects of me and my present position?

- Limited by education requirements for current job required by HLC.
- Fear of failure has limited me from reaching my highest potential.
- My family obligations limit options to relocate for career advancement.
- My work-life balance needs to be adjusted to allow for personal time.

**Opportunities:** What features exist in my (current/projected) career field could I use to my advantage?

- Uncertainty over branch campus at UCOSO may bring opportunities for more leadership or administrative choices.
- There could be other opportunities for me in another education venue.
- I could work with spouse in our business.

**Threats:** What features exist in my (current/projected) career field may operate to my disadvantage?

- Younger employees may have advantage in advancement opportunities.
- Travel, training, and career threaten personal time.
- Uncertainty over operations at UCOSO may cause loss of opportunities to work closer to home.

Examples:
- What limits me?
- Are there important gaps in my qualifications, experience, education, or knowledge?
- What financial difficulties or pressures do I have?
- What are the weak points of my character and personality?
- What factors have held me back from doing as well as I could have been?
- What has happened to me?
- Am I vulnerable in any way legally, financially, physically etc.?
- What risk preferences do I have?
- Have I any other limitations that I have not listed that others may have noted?

Examples:
- Potential financial problems.
- Rivalry or opposition from others.
- Changes in the marketplace for what I or my organization offers.
- Legal proceedings.
- Trends in outsourcing for certain skills.
- Taxation or benefit changes.
- Forthcoming legislation or regulations.
- Unfavorable changes in national or local economic conditions.
- Employer preferences for certain majors/education/experience.
- Loss of image or reputation.
- Obsolescence of skills, knowledge or products as new developments in technology or changes in commercial interests occur.
- Childcare considerations.
- Travel considerations.