

# Take Your Freelance Career to the Next Level - Worksheet

Reference Tutorial: [How to Take Your Freelancing Career to the Next Level—and Get Paid More](#). By: Celine Roque.

## Visualizing the Next Level

To have a clearer vision of the next step in your career, answer a few questions about your goals, preferences, and cost considerations. This will give you a better understanding of your internal drive—what you want your career to look and feel like, as you aim for the next level of growth.

### Goals

Why are you looking for a career shift? What do you hope to achieve with this change?

Which skills do you want to master more, and why?

Which professional experiences do you want to have?

What kind of pay or benefits are you aiming for?

When do you want the transition to be complete?

### Preferences

Which work tasks do you currently enjoy and would be willing to do for free?

Which tasks do you dislike so much that even if you were paid double for them, you still wouldn't want to do them (or would do them reluctantly)?

## Opportunity Costs

What are you willing to pay and/or give up for your career change?

What are you NOT willing to pay and/or give up for your career change?

## Mapping Your Course Forward

Now it's time to look outward and see what's available that can help you accomplish your goals. This may involve some research.

In the table below, list three to five options for possible career paths you might like to pursue. For each option, identify which of your goals it will help you accomplish. Consider your preferences, and list which tasks you are excited about and which ones you dread. In the opportunity cost column clarify what you are willing to pay or give up to take this path.

Be as concrete as possible, since this can help you evaluate the exact reasons why you thought each option was interesting enough to be on your list.

Possible Career Paths	Goals	Preferences	Opportunity Costs

## Filling the Gap

Now that you have some options for your career trajectory, it's time to close the gap between where you are right now and what the next step is. Now we'll list all of the skills—professional and social—as well as the projects you need to accomplish to get to the next level.

In the table below, list your three to five possible career paths again. Then for each option, consider a few questions. What skills and experience might you need to get to this career path? Next, what are the soft skills and social situations you might encounter along this path? Finally, what types of clients and projects do you need to get to this career path?

This will give you a more complete picture of what each possible career path may offer.

Possible Career Paths	Skills and Experience	Soft Skills	Clients and Projects