CAREER PATHS TOOL: A GUIDE

The new career paths tool – available to all Kaiser Permanente employees – will help you create a personalized action plan to reach your goals. PathSavvy works by learning about you then serving as a guide as you explore your career options.

1. LOG IN

Sign into the career paths tool using your desktop credentials.

You can access the tool from **kpcareerplanning.org/paths** from your computer, tablet or smartphone.

2. CREATE A PROFILE

Detail your education and complete a self-assessment of your skills and interests.

Current position: If you don't see an exact title match for your current role, select the closest match or any title that you like (it won't affect your results).

3. IDENTIFY YOUR SKILLS AND INTERESTS

Find opportunities that link your skills, interests and education to careers.

Recommendations for positions you may want to pursue and the training and skills you'll need to succeed are based on the information that you share when you create your profile.

4. EXPLORE JOBS

The PathSavvy Match Percentage gives an indication of how closely you meet the minimum requirements of a role based on your education history, competency levels and interests.

5. COMPLETE AND SHARE AN ACTION PLAN

PathSavvy will make suggestions to you about how to address any competency, education or interest gaps that you may have for the positions that you target.

Share your action plan with your mentor, manager, career counselor or colleague to help you as you pursue your goals. Follow the action plan to prepare for future roles.

6. GROW YOUR CAREER

Kaiser Permanente encourages lifelong learning and job growth for all employees. Exploring career paths is an important step for developing your career. Use this tool to envision where you want to be and revisit it often to check your progress on your action plan, update your profile and see new job opportunities.

Check out career paths at kpcareerplanning.org/paths

NATIONAL **WORKFORCE** PLANNING AND **DEVELOPMENT**

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