

Career Story Reflection



Roadmap – Tell My Career Story



<https://backtoworkconnect.ie/careerhub/back-to-work-roadmap/>

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Welcome!

Your experience is more than a list of jobs.

Your career story is the thread that connects where you've been, what you've learned and where you want to go next.

This worksheet will help you step back from dates and job titles and think about the experiences, achievements and decisions that have shaped you.



Section 1: My Career in a Few Words

Before thinking about your career break, think about the experience you built before it.

What type of work have you done?

What responsibilities have you particularly enjoyed?

What are you known for professionally?

What part of your previous experience would you most like to bring into your next role?

Section 2: What Am I Proud Of?

Your career story isn't just about responsibilities. Achievements tell employers what you can actually do. Think about 2–3 moments you're particularly proud of.

BTWC Tip

Achievements don't have to be awards or promotions. Improving a process, solving a difficult problem, supporting a colleague, delivering a project or receiving positive feedback can all be achievements worth talking about.

Achievement 1

What did I do?

Why am I proud of it?

Achievement 2

What did I do?

Why am I proud of it?

Achievement 3

What did I do?

Why am I proud of it?

Section 3: My Career Break Is Part of My Story

Your career break doesn't need to be hidden — and it doesn't need to dominate your story either.

“

Why did I step away from paid employment?

”

“

What did I do, learn or experience during that time?

”

“

Did I develop, maintain or refresh any skills?

”

“

What has my career break taught me about what I want from work now?

”

Section 4: Where Am I Going Now?

Your career story should explain not only where you've been, but where you're going.

The type of work I'm now interested in is:

What attracts me to this type of work? _____

The experience I already have that could help me succeed is: _____

What do I want from this next stage of my career? _____

What Do I Want an Employer to Remember?

Imagine you've just had a 20-minute conversation with an employer.
What THREE things would you like them to remember about you?

1. My experience
want them to know that I...

2. My value
I want them to understand that I...

3. My direction
I want them to know that I'm now
looking for...

Section 5. My Career Break in One or Two Sentences

Now practise talking about your career break.
Keep it honest, brief, positive and forward-looking.

Try:

I took a career break to _____

During that time _____

I'm now _____

 BTWC Tip

You don't need to apologise for your career break or explain every detail.

Answer the question, then bring the conversation back to what you can offer and what you're looking for now.

Now use everything you've written to complete these four sentences.

My professional background is...

I'm particularly good at...

During my career break...

I'm now looking for...



Final Reflection

Before You Finish

Read what you've written and ask yourself:

- ☐ Does this sound like me?
- ☐ Does it focus on what I bring rather than what I've been away from?
- ☐ Have I included something I'm proud of?
- ☐ Is my career break explained simply and confidently?
- ☐ Is it clear what I'm looking for next?

If yes, you've got the foundations of your career story.