

# Career Planning and Development

Take control of your career path.  
Build direction that lasts



# WHY CAREER PLANNING MATTERS

Gain clarity, and **take ownership** of long-term **career development**

In today's workplaces, opportunities don't always follow a straight line. Roles evolve. Expectations shift. Skills requirements change.

This programme helps professionals step back, gain clarity, and take ownership of their long-term career development with purpose.

## WHY CAREER PLANNING MATTERS

In today's workplaces, opportunities don't always follow a straight line.

### **Without clear career planning, many professionals experience**

- Uncertainty about next steps
- Slow or stalled progression
- Missed development opportunities
- Reactive rather than intentional career decisions

Career Planning and Development gives participants the tools to understand how careers evolve and how to actively shape their own.

## PROGRAMME OVERVIEW

### **Career Planning and Development helps participants understand**

- How career paths work in modern organisations
- The stages of career development over time
- The skills and experiences required to progress
- How to plan growth with intention, not guesswork
- Participants learn how to assess where they are today and identify future opportunities

### **The result**

clearer direction, stronger confidence, and better career decisions.

**Career growth** does not happen by chance.  
It **happens by design**

This programme helps professionals understand how careers evolve and build a clear approach to development

Accredited and **quality assured**



# What this programme Prepares you to do

Career Planning and Development equips professionals to understand where they are, where they want to go, and how to progress with intention in modern organisations.

The programme emphasises practical application, helping participants translate career insight into informed decisions, targeted skill development, and sustainable professional growth.

## PARTICIPANTS DEVELOP THE CAPABILITY TO

- Understand what a career path is and the different types of career paths
- Define career planning and career development
- Identify the key stages of career development
- Understand how careers grow and progress over time
- Recognise the skills required for advancement
- Take a structured approach to planning career growth

## OUTCOMES FOR PARTICIPANTS

- Define clear career goals and direction
- Understand career paths and opportunities
- Identify skills needed for progression
- Take ownership of their career development
- Make informed decisions about next steps
- Plan for sustainable, long-term growth

## Programme structure and **delivery options**

### Programme Duration

4 learning  
hours

### Delivery Format

Instructor-led  
(online)  
Subject  
Matter Expert

### Flexible Delivery

Adaptable for  
organisational  
requirements  
and team-based  
rollouts

### Organisation Bundles

Organisational  
packages and  
volume discounts  
available

## Instructor-led delivery

Every training unit is delivered by subject-matter experts with real-world professional and organisational experience — ensuring learning is grounded, relevant, and actionable.

# HOW LEARNING IS APPLIED

This programme is focused on application in real workplace conditions, where career decisions are shaped by opportunity and expectations that evolve over time.

## PARTICIPANTS EXPLORE

- ✓ Apply career planning tools to real professional situations
- ✓ Reflect on current career challenges and progression
- ✓ Identify practical actions to support next-step development
- ✓ Translate career insight into day-to-day decision-making

## THIS PROGRAMME IS DESIGNED FOR

- Early-career professionals
- New employees or role transitioners

## COURSE PREREQUISITES

No prior specialist training is required.

The course is suitable for participants at an early career stage or those transitioning into professional roles and seeking to build core workplace capabilities.

## PROGRAMME DELIVERY

- Instructor-led delivery by subject-matter experts
- Online formats

## WHAT THIS TYPE OF TRAINING DELIVERS

### Immediate Application

Apply learning directly to real work not later, not hypothetically

### Performance Under Pressure

Operate effectively in fast-moving, high-accountability environments

### Clarity in Collaboration

Communicate and collaborate with confidence when it matters most

### Stronger Decision-Making

Make better decisions through heightened behavioural awareness

## The result:

More confident professionals. Clearer career direction. And learning that supports sustainable, long-term growth where it matters.

# COCREATE TO ACTIVATE™

CoCreate to Activate™ is Maximus Academy's four-step method for building skills that last—not just in the classroom, but inside real organisations operating in fast-moving, high-demand sectors across the region.

## Turning capability into national outcomes.



### ASSESS

Understand the real operating world

### What this Ensures

- Skills that match global industry demands, not generic international templates.



### DESIGN

Build training that fits the sector

- Immediate operational impact, because training is built around real sector challenges.



### DELIVER

Teach through Saudi SMEs and practitioners

- Lasting organisational capability through the adoption of performance-driven tools and behaviours.



### SUSTAIN

Embed the change inside organisations

It is the difference between training individuals and equipping an entire workforce with the capabilities to perform, adapt, and deliver at scale.



Register for the course through the QR code

maximus academy  
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*Training that fits your world*

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