



WELFARE TO WEALTH RESOURCE LIBRARY



CAREER & INCOME GROWTH *Series*



BUILD SKILLS.
EXPAND
OPPORTUNITIES.



INCREASE
INCOME.
CREATE OPTIONS.



ADVANCE YOUR
CAREER.
RAISE YOUR VALUE.



BUILD IMPACT.
LEAD WITH
PURPOSE.



CREATE WEALTH.
SECURE YOUR
FUTURE.



SURVIVAL



STABILITY



OWNERSHIP



LEGACY



2. CAREER & INCOME GROWTH

SKILLS-*to*-INCOME INVENTORY

Identify what you already know, what you can learn, and how your skills can create more income.





EXISTING SKILLS

What you already do well.



TRANSFERABLE SKILLS

Skills that apply to different jobs or opportunities.



CREDENTIALS

Education, licenses, certifications, or training.



EXPERIENCE

Work, volunteer, life experience that adds value.



INCOME POTENTIAL

Ways these skills can bring in extra income.

Step 1

TAKE INVENTORY

List your skills, experience, and credentials in the columns below.

 MY EXISTING SKILLS (What I do well)	 TRANSFERABLE SKILLS (Where else it applies)	 CREDENTIALS & TRAINING (Certificates, licenses, courses, degrees)	 EXPERIENCE (Joork, volunteer, life experience)	 WAYS THIS SKILL CAN CREATE INCOME (Ideas to earn more)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

 Step 2

DISCOVER OPPORTUNITIES

Look at your list above. Which skills could you...

☐

 Turn into a side hustle?

☐

 Offer as a service to others?

☐

 Improve to qualify for a higher-paying job?

☐

 Combine with another skill for greater value?

☐

 Teach or train others?

 Step 3

TAKE ACTION

Choose 1–3 skills from your list and create next steps.

1

 Skill I will use to create income: _____
Action Step: _____

2

 Skill I will use to create income: _____
Action Step: _____

3

 Skill I will use to create income: _____
Action Step: _____



REMEMBER: *You already have value.*
The goal is to maximize what you have, develop what you need, and monetize what you know.

“ Your skills are *your pathway.* ”





CAREER ADVANCEMENT Planner



GROW YOUR SKILLS.
GROW YOUR INCOME.

PLAN TODAY. GROW YOUR CAREER. BUILD YOUR FUTURE.

1 CURRENT POSITION



My Current Job Title: _____

Company / Organization: _____

Primary Responsibilities: _____

2 DESIRED POSITION



My Desired Job Title: _____

Industry / Field: _____

Why I Want This Role: _____

3 INCOME GOAL



Current Annual Income: \$ _____

Desired Annual Income: \$ _____

Target Timeline:

☐ 6 Months ☐ 1 Year ☐ 2 Years ☐ 3+ Years

How this income will impact my life and my family:

4 SKILLS GAP



What skills, knowledge or experience do I need to reach my
DESIRED POSITION?

SKILL / EXPERIENCE NEEDED	MY CURRENT LEVEL (Low / Medium / High)
1.	
2.	
3.	
4.	
5.	
6.	

5 TRAINING & CERTIFICATIONS



What training, certifications or education will help me close my skills gap?

TRAINING / CERTIFICATION / COURSE	PROVIDER	EST. COST	TARGET DATE TO COMPLETE

6 NEXT STEPS – MY ACTION PLAN

Small steps taken consistently lead to big results.



ACTION STEP	WHY THIS MATTERS	DEADLINE	✓
1.			☐
2.			☐
3.			☐
4.			☐
5.			☐



REMEMBER:

Your career is the vehicle.
Your skills are the fuel.

Your faith is the driver.



COMMIT TO GROWTH.
STAY CONSISTENT.
WALK IN PURPOSE.

I AM BUILDING THE CAREER
AND INCOME GOD HAS
ORDAINED FOR ME.

Signature: _____ Date: _____





INCOME GROWTH ACTION PLAN



GROW YOUR SKILLS.
GROW YOUR INCOME.

Plan with purpose. Take action. Grow your income.

INCOME SNAPSHOT



CURRENT HOUSEHOLD INCOME

\$ _____
per _____



DESIRED HOUSEHOLD INCOME

\$ _____
per _____



INCOME GAP

\$ _____
per _____



TARGET TIMELINE

- ☐ 3 Months
☐ 6 Months
☐ 12 Months
☐ 24 Months +

STRATEGIES FOR CLOSING THE GAP

Use the strategies below to create multiple streams of income and increase your earning potential.



1. EMPLOYMENT ADVANCEMENT

Grow in your current career or move into a higher-paying role.

ACTION STEPS

- _____
- _____
- _____

POTENTIAL INCOME BOOST

\$ _____
per _____

TARGET DATE





2. EDUCATION / TRAINING

Gain new knowledge and skills to qualify for higher paying opportunities.

ACTION STEPS

- _____
- _____
- _____

POTENTIAL INCOME BOOST

\$ _____
per _____

TARGET DATE





3. CERTIFICATION / LICENSURE

Earn credentials that increase your value and income potential.

ACTION STEPS

- _____
- _____
- _____

POTENTIAL INCOME BOOST

\$ _____
per _____

TARGET DATE





4. ADDITIONAL INCOME

Start a side hustle or take on extra work to increase cash flow.

ACTION STEPS

- _____
- _____
- _____

POTENTIAL INCOME BOOST

\$ _____
per _____

TARGET DATE





5. ENTREPRENEURSHIP

Build a business or offer a service that creates long-term income.

ACTION STEPS

- _____
- _____
- _____

POTENTIAL INCOME BOOST

\$ _____
per _____

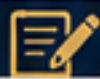
TARGET DATE



INCOME GROWTH SUMMARY

Current Household Income:
\$ _____ per _____
Desired Household Income:
\$ _____ per _____
Income Gap:
\$ _____ per _____

NOTES / OTHER IDEAS





MY COMMITMENT

I commit to taking consistent action to increase my income and build a better future for my family.

Date: _____



REMEMBER

More income = More options.
More impact = More legacy.



INCREASE YOUR INCOME.
EXPAND YOUR IMPACT.
BUILD YOUR LEGACY.

STABILITY
→ OWNERSHIP
→ LEGACY



WELFARE
TO WEALTH



JOB SEARCH & APPLICATION TRACKER



GROW YOUR SKILLS.
GROW YOUR INCOME.

Stay organized. Stay consistent. Stay on your path.

HOW TO USE THIS TRACKER



BE FOCUSED
Apply with purpose.



BE CONSISTENT
Track every application.



BE PREPARED
Follow up and stay connected.



BE PERSISTENT
Keep going—your opportunity is coming.



BE VICTORIOUS
Celebrate progress and stay motivated!

 EMPLOYER Company Name	 POSITION Title	 SALARY Offered / Expected	 APPLICATION DATE MM/DD/YYYY	 CONTACT Name / Email / Phone	 INTERVIEW Date(s)	 FOLLOW-UP Date / Notes	 STATUS See Codes Below
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							

STATUS CODES

AP

APPLIED
Application submitted

HR

HR SCREEN
Initial HR contact

IN

INTERVIEW SCHEDULED
Interview scheduled

IT

INTERVIEWED
Interview completed

2R

SECOND ROUND
Additional interview

OF

OFFER
Offer received

AC

ACCEPTED
Offer accepted

CL

CLOSED
Position filled / Not selected



MONTHLY GOALS

- ☐ Apply to _____ jobs
- ☐ Network with _____ people
- ☐ Attend _____ events
- ☐ Follow up on _____ applications
- ☐ Other: _____



TOP COMPANIES TO TARGET

- _____
- _____
- _____
- _____
- _____



NOTES & REMINDERS



WELFARE
TO WEALTH

PREPARE TODAY. POSITION YOURSELF FOR TOMORROW.
STABILITY → OWNERSHIP → LEGACY





RAISE & PROMOTION PREPARATION WORKSHEET



GROW YOUR SKILLS.
GROW YOUR INCOME.

PREPARE WITH PURPOSE. COMMUNICATE WITH CONFIDENCE. GET PAID WHAT YOU'RE WORTH.



YOUR NAME: _____



CURRENT POSITION: _____



DATE: _____

1 ACCOMPLISHMENTS

What are you most proud of?



List your key accomplishments from the past 12–24 months.

- _____
- _____
- _____
- _____
- _____
- _____

2 MEASURABLE CONTRIBUTIONS

What impact have you made?



How did your work make a difference? Use numbers, % and results.

- _____
- _____
- _____
- _____
- _____
- _____

3 INCREASED RESPONSIBILITIES

How has your role grown?



List new tasks, projects or leadership you have taken on.

- _____
- _____
- _____
- _____
- _____
- _____

4 MARKET RESEARCH

Know your worth.



Your Position /
Role Title

Industry

Location

Average Salary Range
(Low – High)

\$ _____ – \$ _____

Sources Used
(Website / Reports)

5 DESIRED COMPENSATION

Be clear about what you're asking for.



Desired Annual Salary: \$ _____

Other Compensation I Value:

- ☐ Bonus ☐ Paid Time Off ☐ Flexible Schedule
☐ Professional Development ☐ Other: _____

Why I Deserve This:

6 CONVERSATION PREPARATION

Plan your ask with confidence.



Key Points I Want to Communicate:

- _____
- _____
- _____

Possible Questions They May Ask:

- _____
- _____
- _____

My Responses / Talking Points:

- _____
- _____
- _____



MY NEXT STEPS

☐ Schedule a meeting with my manager

Target Date: _____

☐ Ask for feedback before the meeting

Target Date: _____

☐ Present my case and make my ask

Target Date: _____

☐ Follow up after the meeting

Target Date: _____



REMEMBER:

Your value is not just in what you do, but in the impact you create. Step into your worth!



I BRING VALUE.
I DESERVE GROWTH.
I AM WORTH INVESTING IN.

DATE OF CONVERSATION: _____

OUTCOME / NOTES: _____



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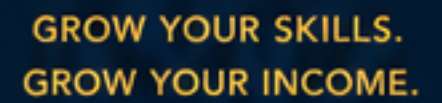
STABILITY → OWNERSHIP → LEGACY



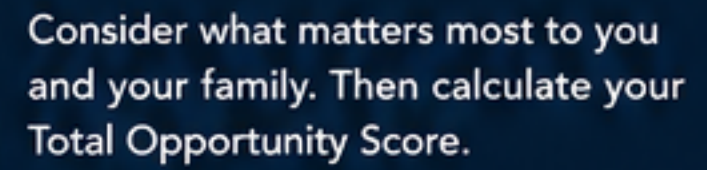


CAREER OPPORTUNITY COMPARISON TOOL

Compare more than salary.
Choose the opportunity that aligns with your goals, values, and lifestyle.



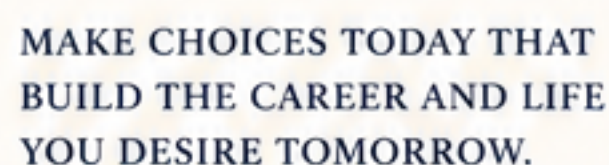
List each opportunity across the top. Rate each factor from 1-5.
5 = Excellent | 3 = Average | 1 = Poor



MY PRIORITIES (Rank 1–3) 1 = Most Important	NOTES ABOUT EACH OPTION	REFLECTION
Salary Benefits Schedule Childcare Impact Transportation Advancement Potential Job Stability Education Benefits	OPTION 1: OPTION 2: OPTION 3: OPTION 4:	Which option has the highest Total Opportunity Score? Best overall fit: Why? What is my next step?



The best opportunity isn't always about more money. It's about the best fit for your future.



STABILITY
→ OWNERSHIP
→ LEGACY

