

development plan.

Overview

Welcome to your Professional Development Plan, the heart of your professional development process. Regardless of your objectives or timeline, your development plan contains the four components we use to guide us on the journey to successfully achieving your goals. These are:

1. Client Profile
2. Objectives
3. Methods
4. Progress

Professional Development plans are designed to help you get to a desired place in your professional and/or organizational life through self-awareness, leadership, and socio-emotional skills building. When paired with an Add-On Development Program, plans and ongoing coaching are focused on a specific domain or dimension.

development plan.

Projects

Development Plan — Professional



development plan.

Personal Mission Statement: _____
 Personal Mission Statement: _____

Where will I be in 1 Year, Personally?: _____
 Where will I be in 1 Year, Professionally?: _____

Personal Vision Statement: _____
 Professional Vision Statement: _____

Where will I be in 10 Years, Personally?: _____
 Where will I be in 10 Years, Professionally?: _____

development plan. Routine.

Daily Mindfulness Task: _____

Daily Growth Habit: _____

Weekly Reflection: _____

Monthly Progress Check: _____

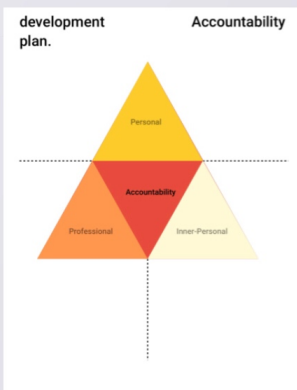
development plan. Progress

Progress Tracker:

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development plan. Progress plan.

This line plot is used to identify the domains and dimensions this development plan measures. The solid middle line represents "neutral", "middle", or "average", and dashes beneath the positive and negative signs indicate capability, capacity, or current status.



development plan. Methods.

Objective: _____ Resources: _____

Evaluate: _____

Analyze: _____

Act: _____

Synthesize: _____

The How Cycle

Evaluation Exploration Action Feedback

development plan. Methods.

Objective: _____ Resources: _____

Evaluate: _____

Analyze: _____

Act: _____

Synthesize: _____

The How Cycle

Evaluation Exploration Action Feedback

development plan. Methods.

Objective: _____ Resources: _____

Evaluate: _____

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Act: _____

Synthesize: _____

The How Cycle

Evaluation Exploration Action Feedback

development plan. Methods/Instructions:

- Evaluate/Visualize:** When we set an objective, we should first imagine ourselves in that state. This is a constant task and the mental imagery should be updated regularly. Start with a 2 minute visualization task and record your findings in the Evaluation box.
- Analyze/Research:** This critical thinking section focuses on the personal and environment dynamics an individual should be aware of regarding their selected objective. This task should be thorough, but brief, as analysis paralysis can quickly take hold.
- Act:** The longest and most frequently used section. Actions should be prioritized over Analysis. In the Action phase, the idea is to constantly generate momentum through efforts contributor to achieving one's desired objective.
- Synthesize:** Also known as Feedback, the Synthesis section takes the results of the Action and compares against the Evaluation + Analysis stages.
- Resources +/-:** In order to accomplish objectives, appropriate resources must be identified. "+" indicates those resources already in possession or easy access and "-" indicates resources not yet possessed or difficult to access. Resources include knowledge, certificates, capital, and relationships, among others.

development plan. Objectives

Short Term Objective: _____ difficulty: 1 2 3 4
 Time: 0-3 Months

Mid Term Objective: _____ difficulty: 1 2 3 4
 Time: 6-12 Months

Long Term Objective: _____ difficulty: 1 2 3 4
 Time: 12+ Months

Growth Habit: _____ Habit: _____

development plan. Client Profile

Conceptual/Critical Thinking

Communication

S/E IQ

Alternate

development plan. Client Profile

Conceptual/Critical Thinking

Communication

S/E IQ

Alternate

development plan. Client Profile

Personal:

Professional:

development plan. Client Profile

Personal Mission Statement: _____
 Professional Mission Statement: _____

Where will I be in 1 Year, Personally?: _____
 Where will I be in 1 Year, Professionally?: _____

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development plan. Overview

Developmental Interview

development plan. Client Profile

Socio-Organizational:

