**Professional Development Plan**

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Professional Development Plan

As the manager of a learning team, a core responsibility is to create a professional development plan for each of the subornments. The plan needs to assess their skills, strengths, and help them in reaching their career goals.

# Identify Personalities of Members

The first step in creating a development plan is to understand the personalities of the team members (Newman, 2013). By understanding the way the person thinks and behaves it becomes easier to customize the development plan.

## Nate

Nate would describe himself as an extrovert that is quick to answer and has a lot of confidence in his answers. He takes on large workloads and this causes him to stretch tasks all the way to the very last minute. Due to being overcommitted this can result in a lack of due diligence and simple mistakes being missed. Being confident is also a double edged sword as it can cause partial information to be communicated as fact.

## Sean

Sean would describe himself as a dominate personality that likes to be in control of the situation. He is very proactive and will go out of his way to make sure that tasks are completed correctly and on time. One of the challenges with a dominate personality is that it can cause tension among other dominate people (Cascio, 2010). This is due to the power struggle that can follow. Introverted people might also have issues with dominate people as they feel bullied or bossed around.

## Michael

Michael would describe himself as vary causious and having a lot of concern about external risks. Having a great deal of attention to details can be very good for highly technical work or very intricate tasks. He is also an introvert which introduces some challenges as he is likely to identify risks but not communicate them to the rest of the team. To overcome these trust issues team bonding could be used.

# Professional Development Plan

Now that the characteristics of each team member have been discovered, the next step is to create a professional development plan for each person.

## Nate

In order for Nate to succeed he needs to have strong time management skills. A method for building these talents might include starting on tasks earlier or learning to turn down tasks when over loaded. If he does not turn down additional assignments then it creates a risk to multiple schedules.

Given the confidence level in his professional skills, it would make the most sense to sync up regularly and not focus on additional technical skills (Yukl, 2013). The regular sync ups also enable the leadership to make sure that tasks are still on track, or if load balancing is needed.

## Sean

Sean is a very detail oriented leader, which will help him professionally and personally in many situations. He should be given lots of opportunities to collect results and make sure that tasks are on track. However collecting results can only grow Sean to a certain point. In addition he needs to be given opportunities to demonstrate original content. For example on a later project where there is more free form requirements, he should help drive the topics. These turn out to be other new skills that need to be perfected or grown.

## Michael

Micheal is very good at identifying risk and needs to continue leveraging these skills by communicating potential issues ahead of time. For example at the beginning of the week there needs to be a planning meeting, where tasks become distributed. He has could augment the discussion by pointing out where we need additional attention to detail. This would help the team score more points and get a better grade.

# Development Plan for the Group

Learning Team D may be small but it has a good mixture of personalities and talents, which are very complementary. Provided they are able to have clear and open communication there is no reason why their effort should not get a good grade.

To increase the likelihood of success the team should play to their strengths of Sean rallies the troops, Nate provides the details and technical competencies, and Michael validates that the right things are being addressed. Collectively the team will cover all of the bases.

However in an effort to grow each of the team members, there needs to be a rotation of assigned roles. For example Micheal is more introverted and needs to work on driving the project and being the center of attention. Comparatively Sean needs to have learn how to delegate items and not feel solely responsible for the success of the project. By getting people outside of their comfort zone it may be uncomfortable, but that is only temporary. The Learning team is also an excellent environment for experimentation, as there is only a limited amount of failure possible.

# Your Plan to Lead Them

During the weeks where it is my turn to be the team leader, it will be important to start early and make sure enough time is set aside for the work. As the leader it is not possible to rely on others to do the checkups and attention to detail becomes critical (Yukl, 2013). To make sure that sufficient time is available one solution would be to divide the weekly assignment and then have a mid-week sync up.

Typically learning teams are larger which makes it difficult to organize communication outside of the forum. Given the small size of the group a weekly Skype call could be organized and would be beneficial to the team. Having that extra component would also serve the needs of Sean’s desire for control, Michael’s concern of unknowns, and Nate’s need for checking in. In addition the Skype call would humanize the experience and create an emotional connection (Cascio, 2010). This would result in more trust and a stronger desire to work together.

# Conclusions

When a person is tasked with leading a group, they need to first understand who they are leading. This requires examining the different personalities and then creating a plan that plays to the individual’s strengths. After the strengths can be properly utilized the next step is to come up with tasks to improve their weaknesses. For example rotating core roles of the team.

The team needs to function well together and so far the personalities are complementary to one another. However team building needs to be started to increase the trust and autonomy of the group. An easy solution might be weekly Skype calls to sync up on status and keep everyone informed.

# References

Cascio. (2010). *Managing Human Resources, 9th Edition.*

Newman, D. (2013). *Sociology: Exploring the Architecture of Everyday Life.*

Yukl, G. (2013). *Leadership in Organizations: Eighth Edition.* Pearson Education.