

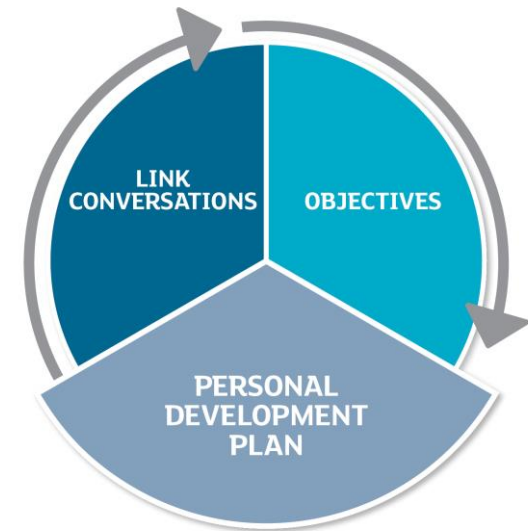
PERSONAL DEVELOPMENT PLAN

A clear development plan helps you turn your ideas about your personal development into a tangible and action-focused plan. It covers three areas:

- The areas you may need to work on in the short term to **deliver your personal objectives**, and the actions you need to take.
- **Your key strengths:** these are things you enjoy doing and are naturally good at. As these areas come naturally to each of us, we're not always aware of what they are. Getting feedback from colleagues and friends can help identify them. By focusing on developing your strengths further, you'll enjoy your work more and make a bigger difference.
- **Your career aspirations:** if you have a clear picture of what you want to do in the future, you may find you'll need to start developing different skills and experience to make it happen.

For more information and lots of development ideas, look at the **Driving My Development** materials on Connect.

You should review and update your plan on a regular basis and discuss with your line manager as part of your regular Link conversations.



What does **the difference I make** really mean?



It's *what you do*: your key achievements that contribute to your team, the business and our customers.



It's *how you do it*: the way you go about delivering those achievements in line with our values.



It's *how we work better together*: the difference you make to and through others; sharing knowledge, building on ideas and

PERSONAL DEVELOPMENT PLAN

Name:

Financial Year:

What areas do I need to develop to achieve my objectives?	What actions will I take?	By when?

What are my key strengths and how can I apply them to make more of a difference?	What actions will I take to further develop these areas?	By when?

What are my career aspirations?	What actions do I need to take to move towards these aspirations?	By when?