**Personal Development Plan**

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| **Destination**  **What is it that you want to achieve?**  Include behavioural development (Essentials) against the Senior Leader behaviours. | S**pecific**  **What *exactly* do you think you need to do to reach your chosen destination?**  (e.g., training, attend conference, networking, coaching, mentoring, project work, committee membership etc) | M**easurable**  **How will you know when you have achieved your goal?**  (e.g., feel more confident, speak knowledgeably, received positive feedback, master new technology,) | A**chievable &** **Realistic**  **What resources/ time and support do you need?**  (e.g. time or knowledge, software, materials, equipment, money) | T**ime bound**  **Decide on a clear and realistic end date or timescale for the goal** | **Date goal completed** |
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**Generating Ideas for Your Development Worksheet**

**BEHAVIOUR (from KSBs): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(You can repeat this table for each of the KSB behaviours)**

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| **Development Options** | **Ideas for developing behaviour** |
| On-the-job assignments (rotations, secondments, ‘acting’ position,…) |  |
| Project assignments  (project teams, committees, tasks,…) |  |
| Coaching/mentoring  (pairing with an expert, peer leader, advisor; being observed/receiving feedback,…) |  |
| Shadowing/apprenticing (observing expert, interviewing, debriefing expert,…) |  |
| Meetings/conferences  (own organisation or external) |  |
| Professional /Industry associations  (professional meetings, societies,…) |  |
| Certifications  (professional or company programs,…) |  |
| Courses  (classroom, web, e-learning,…) |  |
| Resources  (books, articles, internet,…) |  |
| Other  (voluntary organisations,…) |  |