

# Development PLAN WORKSHEET

Using the development plan questions below, draft an initial professional development plan. Present this draft for discussion at your performance planning meeting with your supervisor. Remember this is a rough draft, so try and brainstorm. Your supervisor and professional network can provide you feedback needed to finalize your development plan.

<p>Envision</p> <p><b>Ideal</b></p>	<p>Envision the ideal. Where do you want to be? What do you not know how to do? Assess your knowledge in four areas: Technical Skills, Social Skills, Aptitudes and Attitudes.</p>
<p>Skills</p> <p><b>Gap</b></p>	<p>What is your current skill level or aptitude? What is your desired skill level? What obstacles are you facing? What key resources do you need? What steps will you take to bridge the gap?</p>
<p>Identify</p> <p><b>Activities</b></p>	<p>What sources will you learn from? What programs or classes would you like to take? Who would you like to be mentored by? What other sources of support will you need? What will you read? What professional associations can you join?</p>
<p>Develop</p> <p><b>Actions</b></p>	<p>What kind of experiences might you need? Who can help you? What will you ask of them? What has worked for you in the past? What have you seen others do that might work for you? What are you willing to try?</p>
<p>Hold</p> <p><b>Accountable</b></p>	<p>What do you see as evidence of your learning? Who do you need to share this evidence with? How will you share it with these people?</p>
<p>Professional Development</p> <p><b>PLAN</b></p>	<p>Review what you have written, and draft an initial professional development plan including all the information the answers to the questions above have revealed.</p>