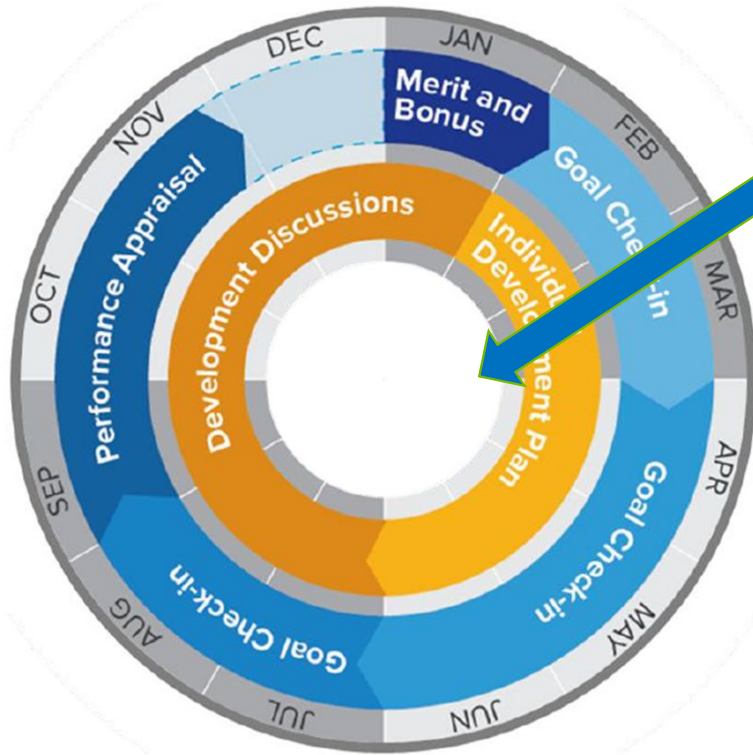


INDIVIDUAL DEVELOPMENT PLANNING OVERVIEW



TANYA GRIFFIN
HR Manager - PSC
HRS Human Resources Services
PSC All Hands Meeting
January 26, 2022

INDIVIDUAL DEVELOPMENT PLANNING



The **shared activity** between the manager and colleague that results in an **individual development plan (IDP)** to improve **skills, knowledge or behaviors**

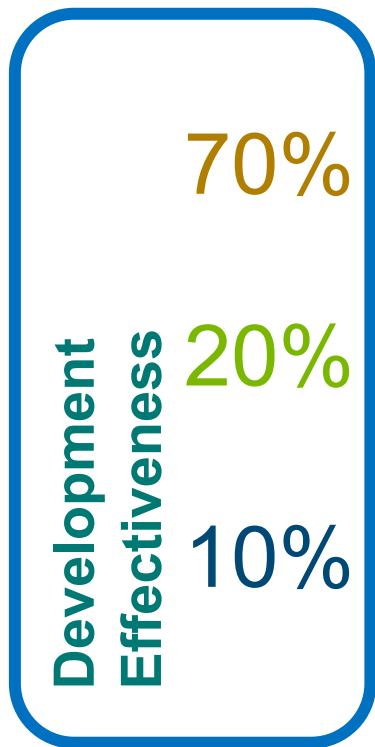
The plan aligns with the **current role** expectations and **future** professional and career **goals** and **aspirations**

INDIVIDUAL DEVELOPMENT PLAN



INDIVIDUAL DEVELOPMENT PLAN EXAMPLE

To improve my communications skills so that I am able to present my ideas clearly and succinctly.



On-The-Job Training

- Develop a presentation on the status of my goals and present to my manager
- Prior to meetings, I will prepare a list of the 3-5 key points I want to make and develop high level talking points
- Present an overview of what our team does to a different department



Other People

- Within the next month, I will ask Sally Smith, my peer, and my manager to provide me with real time feedback about how I am communicating
- Spend time observing Chris and how they communicate

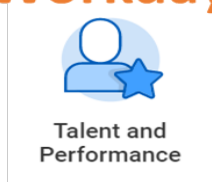


Courses and Training


- Take a presentation skills course either online or in-person before the end of the year.

ENTERING DEVELOPMENT ITEMS

Workday




- Talent and Performance
 - My Individual Goals
 - My Goals & Activity Stream
 - Development Items
 - More (3)

 **My Development Items** Tanya Griffin ⋮

Add

Workday

 **My Development Items** Tanya Griffin ⋮

Development Item *

Additional Information

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Relates To

Status *

Details

Start Date

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Completion Date

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Status Note

Last Updated By

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