

## PERSONAL DEVELOPMENT PLAN

<b>STRENGTHS</b> – eg: project management; supervisory skills; technical expertise		<b>AREAS FOR FURTHER DEVELOPMENT</b> – eg: confidence building; professional accreditation; time management		
<b>OPPORTUNITIES</b> – eg: secondment opportunities; further training; job shadowing; taking on additional duties; job opportunities within UoE		<b>BARRIERS</b> – eg: lack of time; balancing work and personal commitments; demands of current post high		
WHAT DO I WANT TO ACHIEVE?	WHAT DO I HAVE TO DO?	WHAT SUPPORT WILL I NEED?	HOW WILL I MEASURE SUCCESS	TARGET DATE FOR REVIEW
<i>Eg: Greater understanding of team management</i>	<i>Complete training course; seek opportunities to assist my manager with some managerial tasks</i>	<i>Line Manager support; time away for training</i>	<i>Training course completion; appraisal</i>	<i>Dec 2020</i>