**INDIVIDUAL DEVELOPMENT PLAN**

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| **Name:**  | **Date:**  |
| **1. Long-Term Career Goals** |
| *What job position/role would you ultimately like to achieve in your career?* | *What skills, knowledge and behaviors will you need to develop? What experiences will you need to gain to achieve your long-term goals?* | *Time frame for achievement* |
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| **2. Short-Term Career Goals** |
| *What is your desired NEXT position/role/area of interest?* | *What skills, knowledge and behaviors will you need to develop? What experiences will you need to gain to achieve your short-terms goals?* | *Time frame for achievement* |
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| **3. Next Steps** |
| *What actions will you take in the next 6 – 12 months to achieve your short-term goals?* *(Stretch assignments, mentoring, formal training, etc.)* | *Target date for completion* |
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