**Managerial Competency Development Plan:**

Capitalizing on Your Strengths

* Decide which **three** competencies represent your greatest strengths and how you can build on those strengths to enhance your effectiveness.
* For each strength, set one goal.
* Break down each goal into specific and measurable activities. (Examples: formal training, certifications, books, webinars, attending conferences, getting coached, taking on a challenging project, involvement in a professional association, publishing, mentoring or getting a mentor, etc.)
* Indicate the involvement of others and resources that will be required.
* Commit to accomplishing the activities by a specific completion date.

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| --- | --- | --- | --- | --- |
| Step 1 | Step 2 | Step 3 | Step 4 | Step 5 |
| **Competency Strength** | **Specific Activities** | **Involvement of others** | **Resources needed** | **Completion Date** |
| **Strength:** Choose an item.  **Goal:**  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| **Strength:** Choose an item.  Goal:  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| **Strength:** Choose an item.  **Goal:**  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |

Meeting Your Development Needs

Choose three competencies you want to improve.

* Decide which **three** competencies that you would really like to improve.
* For each development area, set one goal.
* Break down each goal into specific and measurable activities. (Examples: formal training, certifications, books, webinars, attending conferences, getting coached, taking on a challenging project, research, interview an expert, involvement in a professional association, publishing, mentoring or getting a mentor, etc.)
* Indicate the involvement of others and resources that will be required.
* Commit to accomplishing the activities by a specific completion date.

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| Step 1 | Step 2 | Step 3 |  | Step 4 |
| **Development Areas** | **Specific Activities** | **Involvement of others** | **Resources needed** | **Completion Date** |
| **Development Area:** Choose an item.  **Goal:**  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| **Development Area:** Choose an item.  **Goal:**  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| **Development Area:** Choose an item.  **Goal:**  Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |