



Leader Development Plan Form

Nan McKay

Employee Name: _____

Job Title: _____

Date: _____

Goals:

- Develop the skills and knowledge necessary to be an effective leader.
- Gain experience in leading and managing people.
- Prepare for future leadership opportunities.

Activities:

- Attend leadership training workshops and seminars.
- Read leadership books and articles.
- Shadow experienced leaders.
- Take on leadership roles in projects and assignments.
- Give and receive feedback on leadership skills.

Timeline:

- Activities will be completed over a period of one year.
- Goals will be reviewed and updated on a quarterly basis

Evaluation:

Progress will be evaluated on a quarterly basis based on the following criteria:

- Attendance at leadership training workshops and seminars
- Reading of leadership books and articles
- Shadowing of experienced leaders
- Taking on leadership roles in projects and assignments
- Giving and receiving feedback on leadership skills

At the end of the one-year period, the employee will be evaluated on their overall progress towards achieving the goals of the leadership development plan.

Resources:

The following resources will be used to support the employee's leadership development:

- Leadership training workshops and seminars
- Leadership books and articles
- Experienced leaders who are willing to shadow
- Projects and assignments that provide leadership opportunities

Feedback from supervisors, peers, and subordinates

Conclusion:

This leadership development plan is designed to help [Employee Name] develop the skills and knowledge necessary to be an effective leader. The plan includes a variety of activities that will provide [Employee Name] with the opportunity to learn from experienced leaders, gain experience in leading and managing people, and prepare for future leadership opportunities. The plan will be evaluated on a quarterly basis to ensure that [Employee Name] is making progress towards their goals.