



# Leader Development Plan: Assessment Phase Worksheet

Nan McKay

## Employee Details

Name:

Position:

Department:

Date:

## 1. Identification of Potential Leaders

List the names of individuals identified as high-potential candidates for leadership roles.

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## 2. Current Leadership Skills & Competencies Assessment

For each identified potential leader, conduct assessments using tools like 360-degree feedback, psychometric tests, and performance reviews. Summarize the results of these assessments in the table below:

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1.

Name \_\_\_\_\_

Strengths

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Areas of Development

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2. Name \_\_\_\_\_

Strengths

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Areas of Development

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3. Name \_\_\_\_\_

Strengths

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Areas of Development

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4. Name \_\_\_\_\_

Strengths

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Areas of Development

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5. Name \_\_\_\_\_

Strengths

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Areas of Development

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### **3. Action Plan**

Based on the strengths and areas for development identified, formulate an initial action plan.

1. Name \_\_\_\_\_

Action Plan

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2. Name \_\_\_\_\_

Action Plan

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3. Name \_\_\_\_\_

Action Plan

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4. Name \_\_\_\_\_

Action Plan

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5. Name \_\_\_\_\_

Action Plan

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This worksheet is meant to be a dynamic document, where the results and action plans can be updated as new information becomes available or as the individuals make progress in their development.