# Individual Development Plan Template

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OTS 902: OTD Leadership Seminar II

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| What: My Personal Development Goals | | |
| Consider the competencies that outline the skills, knowledge and competencies that represent great performance in your current role and/or a role to which you aspire. Based on feedback from your 360, peers and/or other colleagues, select at least two areas in which you would like to develop. You may focus only on your current role, or you might select one area that applies to your current role and one area that is more aspirational. Write specific goals describing how/what you want to change or improve.  Ask yourself: What can I do differently/better that would make the greatest positive impact in my work? What development priorities will give me the greatest leverage in improving my individual leadership and management competencies or my organization’s performance?  Goal 1  Design a mentor/mentee plan to increase my knowledge in academia.  Goal 2  Facilitate a lecture about Health and Human Performance to increase participants' knowledge and create survey to evaluate if learning objectives were met.  Goal 3  Utilize skills that were learned from biweekly meetings and observation with mentor to help increase knowledge in academia. | | |
| How: Action Steps I Will Take to Meet My Development Goals | | |
| Identify what you need to stop doing, start doing and keep doing on the job. These short-term actions will contribute directly to your long-term goals. | | |
| **1. Plan your actions.** | | |
| Implement something every day. What situations, people or events signal that right now is the time to put new behaviors into action? | What new behavior will I try?  Where will I push my comfort zone? | |
| Every time I see the following situations: | …I will take the following action: | |
| 1. Every time I see an opportunity to watch a lecture from mentor… | *I will observe and take notes.* | |
| 2. Every time I see a new opening for adjunct professor positioning within my subject of interest… | I will apply for the position. | |
| 3.Every time I see the Midterm and Final Evaluations are completed from my students… | I will take the feedback and criticism well, utilize it to further teaching abilities. | |
| 4. Every time I see a new fieldwork student or new employee is onboarded… | I will offer to be the clinical instructor or trainer. | |
| 5. Every time I see the American Occupational Therapy Association offer education/training on the topic of transitioning from clinician to academician… | I will participate. | |
| 6. Every time I become insecure throughout the day about my future and progress… | I will stop, breathe and remember my five year plan. | |
| How: Action Steps I Will Take to Meet My Development Goals | | |
| **2. Anticipate obstacles.** | | |
| WATCH OUT: What barriers can I identify which might hinder me in pursuing my development goals? How can I overcome these barriers? | | |
| Obstacle/Barrier | | Solution |
| 1. Pressure from the income and stability of my current job. | | Begin planning out financial goals for a career change/shift in income. |
| 2. Not having a PhD. | | Showing my knowledge/skill set with degrees achieved, leadership roles, and experience. |
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| **3. Leverage strengths.** | | |
| HINT: I have great strengths upon which to draw. Which of my strengths can I leverage to help me achieve my development goals? | | |
| Strength | | How will it help me achieve my goals? |
| 1. Motivation | | Motivation will give me the drive to achieve set goals. |
| 2. Experience | | Experience in leadership/management roles, practicing in multiple settings including the skilled nursing facility, home health, acute care, outpatient and inpatient rehabilitation. |
| 3. Knowledge | | The education received and knowledge gained to show my credibility to serve as a academician. |
| Who: Resources and Support for Achieving My Goals | | |
| How will I draw on my coach, peers and others to track my progress, gather advice and feedback and support my learning?  I will seek guidance and feedback on my goals and my plan to achieve goals. I will listen and learn from the education/advice offered. I will do check in’s in which I seek guidance and feedback throughout the phases of my developmental plan. | | |
| Who will I ask to support me? Who do I know who already possesses the competencies I want to build?  *I will ask the educators/leaders of the OTD program at Eastern Kentucky University. I will ask for support from two professors in the department I am teaching, and I will ask for support from one professor in another department. I will establish a mentor with great experience.* | | |
| With whom should I share my development plan?  I will share my development plan with each professor I have in the OTD program. I will share my development plan with all of my mentors in the OTD program, and in the academia setting at the University of Pikeville in where I will be teaching as an adjunct professor this fall, 2023. | | |
| Accountability | | |
| When will I begin taking action to meet my goals?  *I have already initiated and begun progress.* | | |
| When do I expect to see significant progress? (Milestone commitments)  Becoming an adjunct progressor is the first milestone completed. I expect to see significant progress when being asked to be a guest lecturer and lead a lab. I hope to see consistent progression and growth towards established goals. | | |
| How will I evaluate my progress?  Through course evaluations completed by my students, through feedback from mentors and peers. | | |
| How will I update my development strategy and learning plan? When will I review my plan with those who helped me create it?  *Every week I will look at my development plan to reflect on where I am and where I need to be. I will share with any successes or setback with those who have helped me create it.* | | |
| How will I leverage what I learn?  I will utilize all my learnings in my personal tool kits to add to my experience/knowledge to show my credibility to meet set goals. | | |
| Acknowledgement | | |
| What will be the impact of meeting my development goals on me and my career?  *Fulfilling the dream of being a professor in the subject area most important to me, leading future health care workers/ occupational therapists. Having an increased quality of life, career satisfaction and more time with my family. Being challenged to further myself, my education and continue to grow and aspire to do more.* | | |
| How will my organization benefit from the changes/improvements I have identified?  Increased knowledge/leadership skills will aid in my training of new employees and students. The hospital and university are closely connected and I am hoping to bridge and help both areas as a result of the changes and improvements I have identified. | | |
| How will I celebrate when I meet my goals?  First and foremost, by praising God! Then I will celebrate with my husband and children with a celebratory vacation! | | |