Attachments

**Professional Development Plan Template.docx**

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| **Professional Development Plan Template**   |  |  | | --- | --- | | **Name** |  | | **Date of development** |  | | **Date to be reviewed** |  |   **Goals**  Identify your goals in the following table.   |  |  |  | | --- | --- | --- | | Timeframe | My personal goals are: | My professional goals are: | | **Next 12 months** |  |  | | **Next 5 years** |  |  |   **Your Priorities**  Based on the identified areas for improvement and/or gaps, list priorities for professional development.   |  |  |  | | --- | --- | --- | | Identified area of improvement or gap | Briefly describe why this is a priority | By when? | |  |  |  | |  |  |  | |  |  |  |   **Professional Development Activities**  Planned professional development activities (next 12 months) based on areas of improvement or gaps.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Name of activity | Details | Benefits of activity | Date | Cost (if any) | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |