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Continuing Professional Development Plan

Staff Name:	Reviewed with (staff name):
Date:	

My Professional / Personal goals:

Over the next 12 months are:	
Over the next 3 years are:	



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Professional Development Plan

Current Analysis

Complete the following summary of where you are now.

Life/Work Balance – honestly!	
Qualifications and Job Role – since joining Kinda Education	
Most Recent Performance Appraisals – this can be parent / child / co-worker comments	



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Professional Development Plan

Objectives - Your objectives describe where you plan to be. Based on the information above, identify up to three objectives that you would most like to achieve over the next year in your professional and/or personal development.

	Objectives	How shall we measure this?
1		
2		
3		

HOW			
Strategies	Action Plan	Due Date	Name
1.			
2.			
3.			



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Professional Development Plan Development Opportunities Identified:

This is your chance to identify what development opportunities would enhance your professional and/or personal development.

		Date	Cost
1.			
2.			
3.			



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