

NORTH WEST EMPLOYERS

# **DRAFT**

## **PERSONAL DEVELOPMENT PLAN**

### **FOR**

### **ELECTED MEMBERS**

## PERSONAL DEVELOPMENT PLAN

**Name:** .....

**Length of service as an elected member:**

0 – 1 year

1 – 5 years

5 – 10 years

10+ years

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Role currently held within the Authority : .....

**Training undertaken within the Authority**

**Training undertaken outside of the Authority**

Usual Occupation: .....

**Transferable Skills to the role of a Member**

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**Experience with other organisations / external bodies  
i.e. School Board of Governors, Magistrate**

**Transferable Skills to the role of Member**

## **Strengths**

**5 major strengths**

**1**

**2**

**3**

**4**

**5**

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## **Development Needs**

**5 key areas for development**

**1**

**2**

**3**

**4**

**5**

## **Approaches to Learning**

**Options for meeting the development needs eg mentoring, open learning, and courses.**

## Support Systems

**Who can I get support from?**

**What do I want from them?**

**How can I approach them?**

## DRAFT Twelve Month Action Plan

**The action plan could build on strengths, work on areas of development or concentrate on new skills for a future role.**

**What?**

**How will this assist me with my Development Plan?**

**When?**

1

2

3

4

5

6

## **Long Term Development Plan**

Options for the future, "In year one I would like to....."

## **Success Criteria**

What measures have I got for my own success?

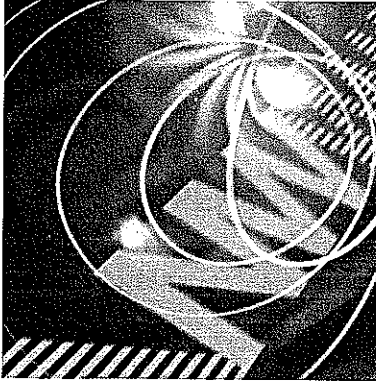
## **Review Process**

How will I review my progress on my plan?

When will I review this plan?

Contact Kelli Pickford at North West Employers on 0161 214 7106 or email [kellip@nweo.org.uk](mailto:kellip@nweo.org.uk) for more information.

North Western Local Authorities' Employers' Organisation



NORTH WEST EMPLOYERS

# **PERSONAL DEVELOPMENT PLAN**

# **DRAFT**

**FOR**

# **ELECTED MEMBERS**

# PERSONAL DEVELOPMENT PLAN

## 1. PERSONAL DETAILS

Name:

Role currently held within the council:

Roles currently held within other bodies

Usual Occupation

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### Record of Public Service

Length of service:

With \*\*\*\*\* Council

With other Local Authorities

With other Public Service appointments



## 2. RELEVANT QUALIFICATIONS

Any qualification, awards or professional memberships that you consider have been helpful to you as an Elected Member.

TYPE OF QUALIFICATION/AWARD/MEMBERSHIPS

Date of Award

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**RECORD OF TRAINING** – to include workshops, conferences etc

Title of Event

Date

### STRENGTHS

5 Strengths you have brought to your role:

- 
- 
- 
- 
- 

### DEVELOPMENT NEEDS

5 Area's you would like to develop

- 
- 
- 
- 
- 

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### DEVELOPMENT PLAN

Outline how you will develop over the next 12 months

WHAT?

HOW?

WHEN?

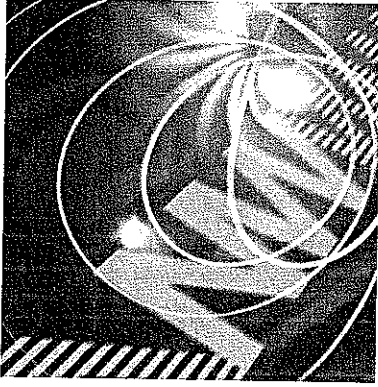
**DEVELOPMENT PLAN REVIEW**

How would you like to review your development plan?

**FURTHER INFORMATION AND COMMENTS**

Please add any further information or comments that may be relevant to your experience as an Elected Member or to your current and future development needs. (e.g. availability to undertake training and development activities during usual working week)

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**PERSONAL DEVELOPMENT PLAN**  
**FOR**  
**ELECTED MEMBERS**

*This Personal Development Plan will be written up during the one to one interviews but will be informed by the Learning Styles Questionnaire and Training and Development Needs Profile form you have already completed.*

## PERSONAL DEVELOPMENT PLAN

Name: \_\_\_\_\_

Length of Service  
As an Elected Member: \_\_\_\_\_

Role currently held: \_\_\_\_\_  
(eg community rep/chair of committee)

## DRAFT Learning Styles Score

Activist \_\_\_\_\_

Reflector \_\_\_\_\_

Theorist \_\_\_\_\_

Pragmatist \_\_\_\_\_

## Implications of Learning Styles

## **Strengths**

5 major strengths

1

2

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4

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## **Development Needs**

5 key areas for development

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## **Approaches to Learning**

Options for meeting the development needs eg mentoring, open learning, and courses.

## Support Systems

Who can I get support from?	What do I want from them?	How can I approach them?

## Twelve Month Action Plan

The action plan could build on strengths, work on areas of development or concentrate on new skills for a future role.

What?	How will this assist me with my Development Plan?	When?
1		
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3		
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6		

## **Long Term Development Plan**

Options for the future, "In year one I would like to.....

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