



# Skill Development Plan

Your skill development plan is the bridge to get you from where you are to where you want to be. From your High Potential Report *person* or the Road Work Report *career*, prioritize and list 3 – 5 skills you would like to develop and actions you will take to develop them. Use the development suggestions from your report to stimulate your thinking but develop your own customized action steps.

## Tips to Goal Accomplishment

- Transfer your list and action steps to your electronic/mobile calendar for frequent review.
- Monthly, reflect on your goals and action steps to monitor your progress and adjust your course of action.
- Identify supportive colleagues, a boss, or mentor to help you stay on track and be accountable.

Skill	Activities/Actions	Resources Needed	Goal Date