Senior Executive Service Candidate Development Plan

Executive Development Plan (EDP)

human capital management						
Position:	Name of Empl	oyee:		Pres	sent Position Title:	
Grade: Executive Development Plan Completion Date: Short-Range Career Goals: (1-2 Years) Name: Title: Phone: Email: Name: Organization: Job Title: Phone: Email: LEADERSHIP DEVELOPMENT GOALS Based on self-assessment, assessment center results, 360 report, supervisor appraisal, coach and mentor consultation, identify the ECQ and specific competencies in your development goals. Leading Change creativity/innovation external awareness leteraping diversity of eveloping others stategic thinking vision Description Date: Completion Date	Office:					
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Significant Development Activities Completed		Date Completed
Self-Development Activities:		
On-The-Job Training/Assignments:		
Formal Classroom Training:		

	SHORT-RANGE GOALS (1-2 Years)			
Targeted Competency & Reason for Selection -Expand upon strength -Develop leadership area -Improve knowledge/ expertise	Developmental Activities [SDA] Self-Developmental Activities [OJT] On-The-Job Training [FCT] Formal Classroom Training – include source [DA] Developmental Assignment [Other] (Conferences, E-learning, Reading, etc.)	Specific Outcomes (Include Evidence of Accomplishment)	Deliverable Dates	Cost
Leading Change	[FCT] – Diagnosis of Current Leadership Skills and Creating a Plan for Future Development (American University, (AU)) [FCT] – Transforming from Managing to Leading (AU)	-Successful Graduate Level Course Completion -Committed to personal and organizational improvement including implementing new ideas, improving ways to accomplish work, and adopting organizational changeBehavior that recognizes, encourages, and employs the creative capacity of others.	Add Dates Add Dates	\$1646.88 \$1646.88
Leading People	[FCT] – Leader as a Team Building and Facilitator (AU) [FCT] – Leading in the Context of Constitutional Government (AU)	-Successful Graduate Level Course Completion -Increased self- understanding and emotional control -Increased understanding of others and empathy -Ability to develop a culture of inclusiveness; communicating in ways that encourage cooperation, and promote both task accomplishment and positive team/group dynamics -Increased support of a "learning organization"	Add Dates Add Dates	\$1646.88 \$1646.88

		culture		
Being Results Driven	[FCT] – Leading Organizational Change to Improve Results (AU) [FCT] - Leadership Skills for Program Goal Setting, Monitoring, and Evaluation (AU)	-Successful Graduate Level Course Completion -Usage of conventional and divergent thinking to generate new approaches -Behavior that examines, analyzes, questions and challenges current situations, issues, approaches and information -Behavior that uses a variety of problem solving techniques and collaborative approaches to identify and evaluate alternative courses of action for problem solving	Add Dates Add Dates	\$1646.88 \$1646.88
Building Coalitions and Communication	[FCT] - Leading Through Strategic Communication (AU)	-Successful Graduate Level Course Completion -Transformed leadership behaviors which contribute to collaborative work, sharing information, and solicits input from othersBehavior that understands the value of, maintains the quality of, and can exercise appropriate influence on relationships with co- workers, supervisors, customers and contacts across the environmentBehaviors that identifies, builds, influences and strengthens internal support basesIncreased networking and building of strong relationships based on confidence and trust.	Add Dates	\$1646.88
Demonstrating Business Acumen	[FCT] – Leading Effective Public Policy Implementation (AU)	-Successful Graduate Level Course Completion -Increased understanding of	Add Dates	\$1646.88

		how partnerships can be employed to reduce duplication, enhance effectiveness and maximize value. Increased usage of collaborative behaviors.	
Leading People, Interpersonal Skills, Oral Communication	[Other] - 360-Degree Emotional Intelligence Survey	-Promotes and models courtesy, respect and trust -Cultivates a learning culture of reflective openness.	Add Dates
Add Competencies Here	[Other] - Professional Coaching		Add Dates
	Add Additional Courses Here Add Additional Courses Here Add Additional Courses Here		Add Dates Add Dates Add Dates
Competencies to be Addressed are Outlined in Separate Document	DA - 4 Month Developmental Assignment (specific details addressed under separate cover)	Addressed in separate document.	Dates Provided in Separate Document

Agreement
I will pursue the training and development outlined in this plan. However, I understand this is not a contract for training.
Candidate:
Signature:
Title:
Date:
Mentor:

Signature:
Title:
Date:
ERB Chair:
Signature:
Title:
Date:
Comments:

INSERT READING LIST HERE