

### ACTIVITY 4

I have used [my CPD map](#) for my self-assessment, here below the results:



## DEVELOPMENT PLAN

Development Focus: Improved effectiveness in current role and preparation for potential senior leadership role.

### Top 3 Strengths:

1. Employee Relations
2. Learning & Development
3. Resource Management

### Top 3 Developmental Needs:

1. Functional and industry expertise
2. Financial acumen
3. Problem-solving & decision-making

### Development Actions:

I've realized that in practice a well-written development action plan tends to leverage strengths and address multiple development needs.

1. Speak to my manager about my desire to lead a high-level, cross-functional process improvement team. This would leverage some of my existing strengths and allow me to gain experience in leading change and strategic thinking, as well as learn about other company functions.  
Duration: Potential 2nd quarter project  
Investment: none, just my time, others, project costs
2. Set up monthly, one-hour phone calls with my manager and request for a "critique" on my performance. He has experience leading projects and elevating professionals by guiding them and has achieved outstanding results.  
Duration: Schedule for rest of year  
Investment: none, just my time
3. Take a course in leading strategic change. Check 3-4 business school 3-5 day programs.  
Duration: This quarter.  
Investment: approximately \$8-12K

4. Read the following books:
  - a. Leading Change
  - b. Blue Ocean StrategyDuration:: one book per month  
Investment: Around \$20 each, less for e-book.
5. Take a 360 leadership assessment for further insight into my development needs. Incorporate new insights and review with my executive coach  
Duration: complete by end of 2017  
Investment: \$300 for the assessment, approx. \$2000 for coaching

**Resource and Planning** – I consider this a strength because of my people skills and my ability to build relationships with the team. I also possess the skill to assess new hires, succession matrix and redeployment. **Assessed using my CPD map.**

**I have been recognized in the past during my tenure with HP for for above mentioned skillset.**

**Learning and Development** - Though I lag back in designing a structure for training and the modules, my strengths lie in sourcing the right people to deliver the needed learning and development requirement on hand. **Assessed using my CPD map.**

**I have consistently provided my teams with the right trainers and mentors. Be it sourcing them internally or externally.**

**Employee Relations** – My strengths lie in areas that revolve in forming employee and employer friendly policies creating a situation of mutual benefits and also explaining to the employee what the norms are and what they can expect when it comes to change in management and resolving issues that are on a higher note of the ER Matrix. **Assessed using my CPD map.**

**I am a people person. I love to mingle and talk to my team. This nature has always made my team members confide in me and open up their concerns. My excellent relationship with my managers has allowed me to approach them with these concerns and create an avenue to resolve with a permanent solution.**

Professional Development Plan

<b>NAME:</b>	Deepak Josey	<b>MEMBERSHIP NUMBER:123456</b>	Student ID: ABCD1234
<b>COVERING THE PERIOD FROM:</b>	August 2016	<b>TO:</b>	March 2017

What do I want/need to learn?	What will I do to achieve this?	What resources or support will I need?	What will my success criteria be?	Target dates for review and completion
<b>Resource and Planning</b> <i>Tools and frameworks to develop best-fit talent and succession plans</i>	I am proposing to join HR forums and read books. One book that I have purchased and am reading is Talent Management Handbook Edited by Lance A Berger and Dorothy R Berger. I also propose to join forums discussing successions practices.	HR Journals, LinkedIn postings by top HR Directors / Managers, Mentoring from my reporting Manager.	I plan to conduct a workshop in front of my HR colleagues, my reporting HR Manager. Once they are satisfied with my presentation I will admit that I have successfully met my objectives.	Review target date set as end of Jan 2017  Completion by end of March 2017

<p><b>Learning and Development</b></p> <p>Facilitating and delivering learning interventions including events for leaders and high potentials.</p> <p>Developing learning and development strategies with senior managers to address capability gaps</p> <p>Understanding of learning theory and all elements of the learning cycle</p>	<p>I propose to join Toastmasters to fine tune my training delivery skills, I am looking at joining Paulette Rao's Train the trainer course &amp; Read books relevant to L&amp;D. One book on my view is Revolutionize Learning and Development by Clark K Quinn. I also propose to learn from Brian Tracys videos and training modules on delivery.</p>	<p>Enrollment to the local Toastmasters club.</p> <p>HR Journals, LinkedIn postings by top HR Directors / Managers, mentoring from my reporting Manager, Attending coaching classes run by L &amp; D experts.</p>	<p>I have asked my reporting HR Manager to provide me a chance to contribute to our WW L&amp;D team which is still awaiting approval from top management. If I'll be allowed to play my part with the WW team and my contributions are accepted, then I'll admit this goal is achieved.</p>	<p>Review target date set as end of Jan 2017</p> <p>Completion by end of March 2017</p>
<p><b>Employee Relations</b></p>	<p>The way forward would be to understand</p>	<p>Access to my current</p>	<p>Approval from the HR dept</p>	<p>Review target date set as end of Jan 2017</p>

<p>Shaping HR policy, procedure and practice to reflect the organisation's drivers and employment law. Current and proposed employment law – local and international as required</p>	<p>and learn from peers in the legal systems on the HR forum on the norms and practices.</p>	<p>company's HR policy in detail.</p>	<p>regarding my contributions.</p>	<p>Completion by end of March 2017</p>
<p>Challenging and coaching senior management to build a culture of trust, respect and fairness with employees</p>	<p>Create a clear cut review plan on employee matrix and relationships.</p>	<p>Access to the local employment law of the country where I am employed.</p> <p>HR Journals, LinkedIn postings by top HR Directors / Managers.</p> <p>Mentoring from my reporting Manager.</p>	<p>Launching an internal survey with questionnaires from all first level employees reporting to the senior management.</p>	

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