

EMPLOYEE DEVELOPMENT PLAN

Employee's Signature: _____ Manager's Signature: _____ Date: _____

Organizational Goals that will be improved due to this Development Plan: _____

SHORT-TERM GOALS TO BE MET WITHIN 6 MONTHS	COMPETENCIES/SKILLS	GOAL DATES	EXPECTED RESULTS

MID-TERM GOALS TO BE MET BETWEEN 6 AND 12 MONTHS			

LONG-TERM GOALS TO BE MET BETWEEN 12 AND 18 MONTHS			