

PERSONAL / PROFESSIONAL DEVELOPMENT PLAN

TEMPLATE

You can utilise this PDP template to specify your self-identified development needs for forthcoming year, but this can also be used for longer-term plans too. Try to identify as many learning or development needs, as required, to achieve your future objective(s) and consider creating multiple individual PDPs if you have more than one current goal. Don't forget to ensure that your goals are SMART!

Goal or Objective:

Learning and Development Need Provide a specific description of the desired changes (e.g. skills gained, knowledge acquired, topics/content covered)	Type of development E.g. Work experience, short course, conference, further research, mentor, job shadowing, volunteering	Timescales E.g. End of April? Over next 6 months? Over next 1-2 years?	Who can help? E.g. Tutor, friend, family, employer, careers advisor, mentor	Further comments E.g. Resource requirements, Additional notes