

What is a Professional Development Plan?

Source: <https://www.highspeedtraining.co.uk/hub/professional-development-plan/>

A Professional Development Plan (PDP), also known as an Employee Development Plan or an Individual Development Plan, is used to document career goals and set out a strategy on how to meet them.

Creating a PDP takes time and planning. But, writing and implementing a PDP can help you to identify and develop the professional skills needed to reach your goals, and can keep you on the track to success. It's an important process that helps you achieve your potential, reach your goals and take charge of your professional development.

Now is the time to start thinking about where you want your future to take you.

It's Important to Take your Career into Your Own Hands

Your professional development is your responsibility. While your employer might require or encourage you to create a PDP as part of your performance review process, the chances are this will involve you steering clear of any goals that see you leaving your current company.

Writing your own, private PDP can help you plan to meet your long-term career goals, and will assist in identifying the skills and actions you need to reach them.

Your dreams will only ever be dreams if you do nothing about them. Writing a PDP is taking the first step to making those dreams come true.

How to Write a Professional Development Plan

There are 9 steps to completing a PDP:

1. Assess where you are now.
2. Identify your specific career goals.
3. Gather information.
4. Identify what professional skills you already have and which you need to work on.
5. Choose how you will accomplish your goals.
6. Develop a timeline for accomplishing your specific targets and goals.
7. Write it all down.
8. Evaluate your plan.
9. Measure your progress.

Download the Template Now: https://www.highspeedtraining.co.uk/hub/wp-content/uploads/2017/09/compressed_Professional-Development-Plan-Example-Template-1.pdf