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| **Name:** |  |
| **1)** | **My Career Goal is:** |  |
| **2)** | **Strategic Leadership Focus: What will be different for you after 10 months?**  *(Be specific about how you want to be perceived as a leader within your organization; how will you be “showing up” differently for you to have achieved an outstanding year.)* |
|  | *I will be perceived as a leader who* |  |

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| **Step 1:** | **Step 2:** | **Step 3:** | **Step 4:** |
| **Set Goals:***Given your Career Goal and Strategic Leadership Focus, what are 2-3 key goals you need to focus on to move you forward? What actions will you need to take?* | **Leveraging Strengths:***What are the strengths you have that will help you? How will you leverage these strengths (as they relate to your goals)****?*** | **Leveraging Others:***How will you involve Managers, Peers, Mentors, Others to help you overcome challenges, gain insight, perspective, or expand your knowledge of business issue?* | **Measurement:***How will you know when you have been successful in achieving your goals?* |
| **Goals / Actions** | **Strengths to Leverage** | **Ways to leverage my Manager, Peers and Colleagues** | **Ways I will leverage my executive Mentors** | **Key Measures of Success** |
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**Sample Individual Development Plan**

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| **Name:** |  |
| **1)** | **My Career Goal is:** | **To Be Leading a Country Program within the next 3 years** |
| **2)** | **Strategic Leadership Focus: What will be different for you after 10 months?**  |
|  | *I will be perceived as a leader who* | *drives results not just through my own action, but one who influences organizational change across horizontal and regional boundaries.* |

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| **Step 1:** | **Step 2:** | **Step 3:** | **Step 4:** |
| **Set Goals:***Given your Career Goal and Strategic Leadership Focus, what are 2-3 key goals you need to focus on to move you forward? What actions will you need to take?* | **Leveraging Strengths:***What are the strengths you have that will help you? How will you leverage these strengths (as they relate to your goals)****?*** | **Leveraging Others:***How will you involve Managers, Peers, Mentors, Others to help you overcome challenges, gain insight, perspective, or expand your knowledge of business issue?* | **Measurement:***How will you know when you have been successful in achieving your goals?* |
| **Goals / Actions** | **Strengths to Leverage** | **Ways to leverage my Manager, Peers and Colleagues** | **Ways I will leverage my executive Mentors** | **Key Measures of Success** |
| 1. **Improve my visibility with senior management**
* Build a few key influential relationships.
* Conduct at least 2 Respected Manager Interviews by the end of May.
* Have more comfort & exposure with key executives.
* Speak up more in meetings. Share ideas as well as facts.
 | * Build Networks
* Interpersonal Savvy
 | * Involve peer team; get input and advice to help me better influence others.
* Involve my manager as my champion.
* Follow up with Respected Manager interviews.
 | * Work with my Mentor on ideas to increase my visibility.
* Look for opportunity to shadow mentor (or regional senior leader) on a key strategic project – OR ask for opportunities to attend a key meeting.
 | * Join at least 1 task force to represent my team.
* Share at least 3 ideas for change with management.
* I will be invited to present at a Divisional Meeting in 2020.
 |
| 1. **Motivate and stretch my team, so that I become known as a Leader**
* Set priorities and hold team accountable.
* Identify motivators & preferred management style for team members.
* Create IDPs for team members.
* Identify opportunities to delegate to each team member.
 | * Communicates Effectively
 | * Peer Team – their help in giving input and adhering to process.
* HR organization – for help on growth opportunities for team.
* My manager – assist in identifying areas for delegation.
 | * Have Mentor work with me on overcoming my internal obstacles to delegating. (Lack of confidence in others’ abilities, and too controlling).
* Ask mentor for best practices on developing team.
 | * Team motivated and over- achieving on goals.
* Team taking on new risks and stretching / growing.
* Team delivering more great results.
* I am focused less on the details and more on leading the team!
 |
| 1. **Expanded understanding of my organization’s global vision & strategy, and industry issues**
* Review Strategy site.
* Talk with [leaders] about industry & Company Strategy.
* Participate in a global project plan.
 | * Business Insight
* Communicates Effectively
* Balances Stakeholders
 | * Solicit ideas from team.
* Respected Manager Interviews: add additional questions to ask.
* Invite peers in other divisions to meet, to better understand their business
* Manager and leaders help in identifying a global project team.
 | * Work with my Mentor on ideas to increase my strategic insight.
* Review my strategic pitch and organizational change ideas with mentors. Ask for feedback and help in ensuring that the ideas are tied to UNDP key strategies.
 | * Review materials by .
* Establish schedule for all meetings with leaders inside and outside of organization.
* Global team participation.
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