**Individual Development Plan (IDP)**

**Name Date**

**Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Goals** | **Competencies**  What will be learned? | **Desired Outcome**  How will success be evaluated? | **Actions**  What steps will be taken? | **Resources**  What is needed (training, people, library, etc)? | **Time Frame**  Complete |
| **Short-range**  Critical within present position (1 year) |  |  |  |  |  |
| **Mid-range**  Important for growth within present or future position (2 years) |  |  |  |  |  |
| **Long-range**  Helpful for achieving career goals (3 years) |  |  |  |  |  |