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| **Employee Name:** | **Leader Name:**  | **Date:**   |   |
| **Individual Top Priorities**  | **Key Performance Indicators**  | **Outcomes/Results**  | **Individual Assessment**  | **Leader Assessment**  |
| **Growth (40%)***Examples: initiatives that create value, delivery of projects that support growth*  |
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| **Environment, Health & Safety (20%)***Examples: delivering improvements to personal safety, client and field worker safety, environment, health and wellbeing*  |
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| **Financial and Operating Efficiency (20%)***Examples: increase in services, streamlining processes, reduction of costs, delivering improvements*  |
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| **High Performance Culture (20%)***Examples: improved quality of development plans and feedback conversations, improved pulse survey results*  |
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| A good development plan is key for growth and should contain a blend of on-the-job, feedback and coaching, and formal training opportunities.    |
| **Development Priorities** *Desired outcome of development, i.e. how performance or behaviour changes*  | **Actions/Activities** *Activities that will improve performance/ develop skills and help achieve career goals. Consider 70/20/10\* approach*  | **Success Measures** *Commitments from you and your leader that will aid you in the development process*  | **Target Completion Date**  | **Outcome/Review**  |
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| **Short Term Career Goal:**      | **Long Term Career Goal:**     |
| *\*70% = On-the-job learning (job experiences, projects, rotations, business forums); 20% = Learning through others (Feedback; 1:1 coaching; Discussing/Reflecting); 10% = Formal Learning (Training/Study)*  |