

MANNING GROUP INDIVIDUAL DEVELOPMENT PLAN

Trainee name:

Last updated:

SKILLS ASSESMENT (completed by trainee)

STRENGTHS:	DEVELOPMENT NEEDS:

GOALS

SHORT-TERM NEEDS FOR IMPROVING CURRENT PERFORMANCE:

What skills needs to be learned?	How are you going to do this? (List any desired training, courses, assignments)	When are you going to do this? (Course dates, assignment dates, etc.) (Duty or off-duty time)	Estimated Completion Date	Completion Date (Actual)

LONG-TERM GOALS FOR WORK IN THE MANNING GROUP

	How are you going to do this? (List techniques you plan to use, collaborators, steps in research plan)	When are you going to do this? (How long will each step take? What are milestones and dates that will help ensure you are making progress?)	Completion Date (Actual)
What research projects/manuscripts would you like to complete during your time in the Manning group?			
What major milestones must you still complete? (oral candidacy exam, quals, faculty job applications)?			

LONG-TERM CAREER GOALS YOU WISH TO PURSUE AND THE NECESSARY TOOLS TO MEET THESE:

	What skills or tools are necessary? (e.g., courses, technical skills, teaching, supervision)	How are you going to do this? (List any desired training, courses, assignments, opportunities)	When are you going to do this? (Course dates, assignment dates, etc.) (Duty or off-duty time)	Estimated Completion Date	Completion Date (Actual)
What is important to me in a career?					
What type of work would I like to be doing?					
Where would I like to be in an organization?					

COMMENTS FROM MENTOR

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SOURCE OF FINANCIAL SUPPORT FOR TRAINEE**MENTOR FUNDS**

Departmental/Program:	
Mentor Grant (please list agency & grant number):	
Training Grant (please list agency & grant number):	

TRAINEE FUNDS

Grant (please list agency & grant number):	
Other (please list source):	

TYPE NAME/TITLE:	DEPT/PROGRAM	SIGNATURE	DATE
Trainee:			
Mentor: Lisa Manning	Physics/SBI		