Your Personal Professional Development Plan

As a part of the Management Assessment class, you have had the opportunity to assess your strengths and weaknesses in a variety of areas, both personal and professional. In addition, you no doubt at other times have identified competencies, skills or effectiveness characteristics which you believe you need in order to be a better public manager.

A requirement of the Wisconsin Certified Public Manager Program is that every candidate prepare a personal professional development plan. Writing a personal development plan allows you to focus on what you need to emphasize in your career strategy. Use this occasion to develop an objective, long-range plan for your professional life.

Your plan need not be long, but it should reflect some thought on your part. We also hope that it will provide the CPM Program with guidance as we develop classes and events to meet your needs -- so the more specific you can be, the better for both you and the program.

You need to address each of the following four areas:

[1] Your plan should identify a long-range goal. You may define long-range as it fits your needs (e.g., 5 years, 10 years, ...) Your goal may be a specific position (i.e., “department head”) or it may be an achievement.

[2] Your plan should identify your current strengths and development needs (“weaknesses”) in meeting your goal.

[3] Your plan also should identify the resources you will use to address those needs (e.g., specific classes, departmental programs, mentors, identified activities, professional events).

[4] Finally, your plan should have an evaluation component -- how you will chart your progress in your plan, and how you will measure the success of your plan.

If you have any questions, please don’t hesitate to contact Robbi (608-262-3830 / rdefuerst@dcswisc.edu)! Remember, although this plan is a program requirement, it is intended to serve your needs, not ours.

**TIMELINE/DEADLINE:**
There is no set deadline for submission of your plan; however, we encourage you to complete it soon after attending Management Assessment, so that you may best plan your course of study in the program. Also, keep in mind that all Phase I requirements must be completed by the time you finish your Phase II coursework. You will not be allowed to begin the Phase II Review until all Phase I requirements (including this plan) are completed.

**NOTE:** A review of your Professional Development Plan is required as part of the Phase II Review