

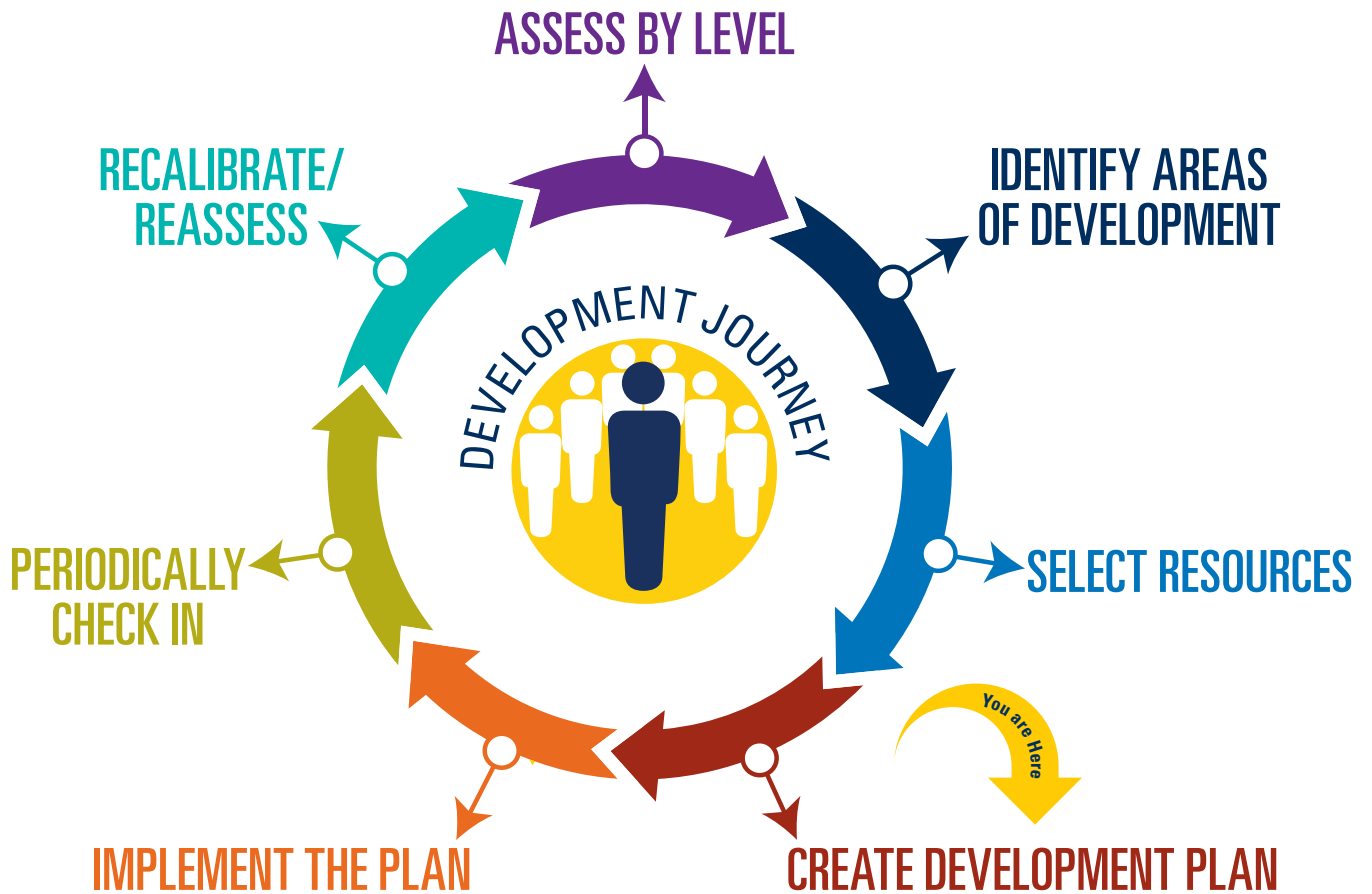


**ORGANIZATIONAL
LEARNING**

INDIVIDUAL DEVELOPMENT

PLAN

FACULTY EDITION



NAME:

DATE:

CREATING AN INDIVIDUAL DEVELOPMENT PLAN

There are four steps to create your Individual Development Plan (IDP):

- 1. Self-assess.** Take the confidential 10 minute self-assessment at hr.umich.edu/development-journey
- 2. Identify areas of development.** Read the results from your self-assessment to identify 1-3 strengths or gaps based on the Michigan Expectations Model.
- 3. Select resources to address your gaps or build on a strength.** Use the Development Journey website to identify experiential, engagement and educational opportunities.
- 4. Create a plan.** Use this booklet to outline your goals and the resources to meet those goals. Check your IDP throughout the year to measure your progress and share this with your supervisor or mentor to ask where they can help.

ABOUT THE MICHIGAN EXPECTATIONS MODEL

The Michigan Expectations Model (MEM) identifies 12 benchmark behavioral standards that all university faculty and staff should demonstrate. The goals of the MEM are to support our shared mission and equip faculty and staff with an understanding of the behavioral expectations needed for success at the University of Michigan.

These behavior standards, called “expectations,” will be referenced and used in a variety of ways including customer care, hiring, professional development and daily conduct.

The model is a framework for development and performance management. It is organized into four domains, each with a set of three corresponding expectations.

MICHIGAN EXPECTATIONS MODEL



DEVELOPMENT GOALS

Set 1-3 goals that build your ability to address priorities, work on knowledge/skill development or to advance your career. When creating your goals, be sure that they are written with these criteria in mind:



Specific

(simple, sensible, significant)



Measurable

(meaningful, motivating)



Attainable

(agreed, attainable)



Relevant

(reasonable, realistic and resourced, results-based)



Time Bound

(time-based, time limited, time/cost limited, timely, time-sensitive)

DEVELOPMENT APPROACH



Using this development approach, you will identify goals that matter to you and determine what experiences, skills and behaviors will help you to achieve those goals.

- **70%** of your development comes from experiences
- **20%** comes from engagement through mentoring and networking
- **10%** comes from education or formal learning experiences

GOAL - RESEARCH FOCUS FOR EARLY CAREER FACULTY

GOAL	<p>Example Goal: Gain national reputation in one specific area of research by the end of my fifth year as faculty. M.E.M. Expectation: Lead Innovation and Change</p> <p>Deadline:</p>
EXPERIENCE (challenging assignments, skill practice) 70%	<p>Example: Continue to hone my research focus and collaborate with more senior researchers to garner innovative methods to improve my research.</p> <p>Deadline:</p>
ENGAGEMENT (mentoring, networking) 20%	<p>Example: Present at a national conference and network with possible collaborators. Engage with expert mentors in order to improve my mentoring skills.</p> <p>Deadline:</p>
EDUCATION (courses, readings, videos) 10%	<p>Example: Prepare manuscripts and grants in the area of research interest.</p> <p>Deadline:</p>

GOAL - LEADERSHIP FOCUS FOR EARLY-CAREER FACULTY

GOAL	<p>Example Goal: Take on a leadership role in my department or in a professional organization by the end of my third year as faculty. M.E.M. Expectation: Achieve Results</p> <p>Deadline:</p>
EXPERIENCE (challenging assignments, skill practice) 70%	<p>Example: Take on tasks and action items within the committee in order to build my leadership skills and knowledge in this area.</p> <p>Deadline:</p>
ENGAGEMENT (mentoring, networking) 20%	<p>Example: Join a committee within the department or a professional organization that is relevant to the leadership role I eventually want to have.</p> <p>Deadline:</p>
EDUCATION (courses, readings, videos) 10%	<p>Example: Research different committees and service roles within the department, discipline, or professional organization to determine my area of interest that best fits with my career trajectory. Investigate educational opportunities tied to a national professional organization. Take an introductory leadership workshop.</p> <p>Deadline:</p>

GOAL - LEADERSHIP FOCUS FOR MID-CAREER FACULTY

<p>GOAL</p>	<p>Example Goal: Take on a leadership role within UM or a professional organization within the next two years. M.E.M. Expection: Create Value for the Diverse Communities We Serve</p> <p>Deadline:</p>
<p>EXPERIENCE (challenging assignments, skill practice)</p> <p>70%</p>	<p>Example: Begin to take on leadership roles within the department and at a national level (e.g. committee chair) to be recognized as someone with potential to lead at a higher level.</p> <p>Deadline:</p>
<p>ENGAGEMENT (mentoring, networking)</p> <p>20%</p>	<p>Example: Speak with my Department Chair to assess what opportunities may exist in my department and determine what I need to do to be ready for such an opportunity. Actively engage in national committees to be nominated for a leadership role.</p> <p>Deadline:</p>
<p>EDUCATION (courses, readings, videos)</p> <p>10%</p>	<p>Example: Participate in the Leadership Academy or other leadership development opportunities within my discipline.</p> <p>Deadline:</p>



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hr.umich.edu/development-journey