

Fail-Proofing Your Individual Development Plan

In a dynamic and competitive work environment, a well thought out professional development plan is essential for individuals to maximise their potential and become more efficient in their professional goals. Here are some effective ways to 'fail-proof' your individual development plan, so that you can take your next steps towards growth with complete confidence.



B Balance
O Observed
O Objective
S Specific
T Time-bound
E Enhance
R Relevant



Balance

A balance of functional and behavioural needs, on-the-job and in-class learning.



Observed

Based on observed feedback from your manager and other stakeholders.



Objective

An objective reflection on what you want and what you need to do.



Specific

Specific in terms of what you need to do and what outcomes to expect.



Time-bound

Cast in a Time-bound plan that you can monitor through the year.



Enhance

To enhance your skills for future, instead of only plugging immediate gaps.



Relevant

Relevant to your current role, instead of being only future-focused