Learning and Development Plans

Individual Learning and Development Plan

Name:_____Job role:_____Team:_____

Date	Identified learning and development needs	Professional development strategy to be used	Who is managing/ overseeing the program	Resources required to implement changes e.g. financial, facilities, expertise	Goals/ objectives	Start date	Target completion date	Evaluation method

Team/Organisational Learning and Development Plan

Team: _____

Job title/role	Learning & development aims & objectives	Priority	Professional development strategy/strategies to be used to meet aims and objectives	Who is managing/ overseeing the program	Resources required to implement changes e.g. financial, facilities, expertise	Indicators for success/ desired outcomes	Start date	Target completion date	Evaluation method