Individual Development Roadmap

Use this template to guide individual discussions to assess where they’d like their career to go and map skills and learning pathways that align to getting them where they need to be.

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| **Name** | **Current Role** | **Team/Group** | **What Gives Them Energy** | **Plan Creation Date** |
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| **Name** | **Current Role** | **Team/Group** | **What Gives Them Energy** | **Plan Creation Date** |
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| **Potential future role** | **Team/Group** | **Role date** | **Skills needed for role** |
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| **Career Development Goals** (3 – 5 years) | **3 Standout Strengths** (specify the actions to take to further leverage the strength e.g. train others, provide informal coaching to peers, etc.) |
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| **Timing** | **Skill development opportunity** | **Skill type (tech, soft, job specific)** | **What this helps to achieve** | **Solution/Learning pathway** | **Status** |
| 3 – 6 months |  |  |  |  |  |
|  |  |  |  |  |
| 7 – 12 months |  |  |  |  |  |
|  |  |  |  |  |
| 13 – 18 months |  |  |  |  |  |
|  |  |  |  |  |
| 19 – 21 months |  |  |  |  |  |
|  |  |  |  |  |
| 22 – 24 months |  |  |  |  |  |
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Team Skills Assessment

After completing individual development roadmaps with each of your team members, either directly or through your people managers, take that information and apply it to this template.

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| **Team Roles** | **Primary role function** | **Skills currently have** | **Skill Ranking**  **(1 lowest – 10 highest)** | **What these skills help to achieve** |
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| **Skills needed** | **Skill type (tech, soft, job specific)** | **What will this help achieve** | **Solution/Learning pathway** | **Status** |
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| **6 months** | **12 months** | **18 months** | **24 months** |
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Team Rollup Plan

After completing the team skills assessment, use this template to create a skills rollup plan. This spotlights shared skills gaps across teams so you can create joint learning pathways.

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| **Team** | **Role** | **Current skills** | | **Skill Ranking**  **(1 lowest – 10 highest)** | | **Skills needed** | | | **What will these new skills help achieve** | **Solution pathway (how to get the skills)** |
| **Team 1** | Role 1 |  | |  | |  | | |  |  |
| Role 2 |  | |  | |  | | |  |  |
| Role 3 |  | |  | |  | | |  |  |
| **Team 2** | Role 1 |  | |  | |  | | |  |  |
| Role 2 |  | |  | |  | | |  |  |
| Role 3 |  | |  | |  | | |  |  |
| Role4 |  | |  | |  | | |  |  |
| **Team 3** | Role 1 |  | |  | |  | | |  |  |
|  | Role 2 |  |  | |  | |  |  | | |
|  | Role 3 |  |  | |  | |  |  | | |