Professional Development Planning Worksheet

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|  | Action Plan to Achieve Goal | Realistic Time Frame | Costs Associated | Logistics Required | Evaluation/Measuring Progress | Collaboration/Feedback | Impact of Goal on Career |
| List Goal | *Complete Public Speaking Class* | *Within 6-months* | *$110* | *4 month class – commute to Georgian College 30 min each way* | *Faculty reviews, mid term reports, in person appointments with instructor(s)* | *Instructor meetings, progress reports, peer feedback* | *Will build confidence for presentations = more successful client engagement* |
| List Goal |  |  |  |  |  |  |  |
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