MY GROWTH Meeting Prep

Instructions: I am hoping to gain a better understanding of how we can work together to co-create a professional growth plan for you which meets both your needs and the needs of our company. In preparation for our individual MY GROWTH meeting, please invest some time to thoughtfully answer the following questions. Feel free to add pages if the space provided is not enough to capture your ideas. We will use your thoughts as a discussion guide for your MY GROWTH meeting. I will not ask for a copy of this document, so make as many notes as you feel will be helpful for you to ensure that we both get the maximum benefit from our time together. I am looking forward to learning more about how we can support your growth.

What Matters most to you at work that you believe would be important and/or helpful for your manager to understand about you?

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What are Your career aspirations for this year? _____

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What are Your career aspirations for the next 5+ years? _____

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What are your Goals for your professional growth this year? (Please try to make your goals: specific, measurable, actionable, realistic, time bound.)

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Which professional Relationships do you think are important to develop inside of our company this year?

Which Opportunities, priority projects or initiatives, inside of our company, are you most interested in and would provide you the opportunity to stretch professionally if you could be a part of the task team?

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Workload assessment: If you were to participate in a stretch opportunity, what would need to be adjusted with your present workload and how could that best be achieved?

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What additional Training do you believe should be a priority for you to receive next year?

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How will we measure your professional growth progress?_____

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What else do you feel is important and valuable for me to understand about your outlook for your role next year and to support your professional growth?

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