

## Personal SWOT analysis summary

|                      |                   |
|----------------------|-------------------|
| <b>Strengths</b>     | <b>Weaknesses</b> |
| <b>Opportunities</b> | <b>Threats</b>    |



## Career & development action plan

|   | In the short-term<br>(0-12 months) | In the medium-term<br>(1-3 years) | In the long-term<br>(3+ years) |
|---|------------------------------------|-----------------------------------|--------------------------------|
| Your career goals   |                                    |                                   |                                |
| What development will you need to support your goals?<br><br>By when: |                                    |                                   |                                |
| What other help will you need?<br><br>By when:                        |                                    |                                   |                                |
| How do they fit with your organisation's business plan objectives?    |                                    |                                   |                                |
| How will you measure your success?                                    |                                    |                                   |                                |
| Progress review dates   |                                    |                                   |                                |
| Progress review actions   |                                    |                                   |                                |



