

Leadership Development Plan

<p>Development need LISTENING SKILLS</p> <p>Describe your current behaviors I OFTEN INTERRUPT OTHERS.</p>	<p>Outcome Goal FOCUS ON LISTENING DURING CONVERSATIONS WITH ZERO INTERRUPTIONS</p> <p>Describe your future behavior LISTEN TO UNDERSTAND AND NOT TO RESPOND.</p>
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Current job actions	Action steps	Resources	Due date
On-the-job projects or assignments	REMIND MYSELF TO FOCUS ON LISTENING DURING MEETINGS	PLACE THE LETTER "L" IN THE UPPER RIGHT CORNER OF MY NOTES.	11/16/18
Alliances with other centers/programs	N/A	N/A	

Feedback and support	Action steps	Resources	Due date
Getting support mentoring and or coaching	SEEK ADVICE FROM TEAMMATES THAT HAVE DISPLAYED EFFECTIVE LISTENING SKILLS.	DISCUSS EFFECTIVE LISTENING SKILLS WITH LARRY	11/28/18
Asking for continuous feedback	DISCUSS MY GOAL OF IMPROVED LISTENING SKILLS WITH MY TEAM.	ASK FOR FEEDBACK FROM TEAM	1/10/19

Continuous learning	Action steps	Resources	Due date
Self-development tips and reading	LEARN MORE ABOUT EMPATHIC LISTENING SKILLS	THE 7-HABITS OF HIGHLY EFFECTIVE PEOPLE BY STEPHEN COVEY	3/10/19
Enrollment in formal leadership development seminars, courses videos, lunch-n-learns, e-learning, webinars	SEEK ADDITIONAL RESOURCES FROM THE LANDD DEPT.	TAKE THE "BEING A RECEPTIVE COMMUNICATION PARTNER" COURSE IN THE LMS.	4/10/19