



Wellbeing

## Personal development plan

In this resource students will develop a personal plan for self-development in the areas of:

- Self-care (behaviour, health etc.)
- Areas for improvement and development (school completion, future employment)
- Setting achievable personal goals
- Develop confidence, interpersonal, learning skills

The Personal development planning enables students to take charge of their own learning. Learning becomes a practical as well as responsive process; to support development needs as well as longer-term ambitions.

A Personal Development Plan (PDP) enables learners to identify key areas of learning and development activity that will enable them to either acquire new or develop existing skills and behavioural attributes for the following purposes:

- Enhance performance in school and life activities
- Address anticipated changes required for to improve life choices
- Address career aspirations towards a future employment

This plan will be used throughout the course.

Development of the Plan:

- The personal development plan will be the base to develop your portfolio that will be used to – collect evidence of learning, be utilised for as a base for an employment resume, and a road map for self-development.
- There are learning intentions embedded in the resources, some of these have learning intention worksheets that will give you insight for the development of the learning plan and review with a mentor, Clontarf staff.
- Take time to fill in the personal development form with your parents, mentors or Clontarf staff

Ask yourself these three questions (It might be helpful to consider the additional exploring questions)...

- **Q. Where am I now??**
  - What am I good at?
  - What do I need to work on?
  - What could help me along?
  - What might stop me?
  
- **Q. Where do I want to be?**
  - What do I enjoy doing (what is my motivation)?
  - What is my goal?
  - How long will it take me to reach my goal?
  - What experience or qualifications do I need?
  
- **Q. How can I get there??**
  - Education - do well to get good job
  - What are my objectives (Short, Medium and Long term)
  - How will I measure my success?
  - Where can I get help or advice?

## Personal Development Plan

<b>Name</b>		<b>Year</b>		<b>Student Id Number</b>	
<b>Start Date</b>		<b>End Date</b>			
<b>Date Plan Written</b>		<b>Date Plan Reviewed #1</b>		<b>Date Plan Reviewed #2</b>	

***NOTE: Clontarf will need to supply information they need to include e.g. parent permission etc.***

### What: My Personal Development Goals

**Ask yourself:** What can I do differently/better that would make a positive impact in my life? What development areas will improve me with in being a better person and achieve goals to improve my future?

Goal 1

Goal 2

Goal 3

### How: Action Steps I Will Take to Meet My Development Goals

Identify what you need to stop doing, start doing and keep doing to achieve my goals. These short-term actions will contribute directly to your long-term goals.

<b>1. Plan your actions.</b>	
Implement small steps that I can do very day.	What new behaviour will I try? Where will I push my comfort zone?
Every time I see the following situations:	...I will take the following action:
1.	
2.	
3.	
4.	
5.	
6.	
<b>How: Action Steps I Will Take to Meet My Development Goals</b>	
<b>2. Possible obstacles.</b>	
WATCH OUT: What barriers can I identify which might hold me back from achieving my goals? How can I overcome these barriers?	
Obstacle/Barrier	Solution
1.	

2.	
<b>3. My strengths.</b>	
HINT: I have great strengths upon which to draw. Which of my strengths can help me achieve my development goals	
Strength	How will it help me achieve my goals?
1.	
2.	
3.	
<b>Who: Resources and Support for Achieving My Goals</b>	
How will I draw on my coach, mentor and others to track my progress, gather advice and feedback and support my learning?	

Who will I ask to support me? Who do I know who already possesses the skills I want to build?

With whom should I share my development plan?

### Responsibility

When will I begin taking action to meet my goals?

When do I expect to see changes and review my progress? (Milestone commitments)

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How will I evaluate my progress?

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How will I update my personal development plan? Who will review my plan with me?

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How will I continue to improve on what I learn?

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**Acknowledgement**

What will stop me from meeting my goals?

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How will my others benefit from the changes/improvements I have identified?

How will I celebrate when I meet my goals?