

Personal or Professional Growth Plan



"To reach your potential, you must grow. And to grow, you must be highly intentional about it."

- John Maxwell

Supporting Organizational Leadership and Individual Development

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10-Step Personal or Professional Growth Plan (AIR)



AWARENESS

STEP - 1

After completing the wheel exercise, choose one to three areas where you want to grow. Take time to evaluate the "why" behind your choice while considering your values, gifts, strengths, and purpose.

STEP - 2

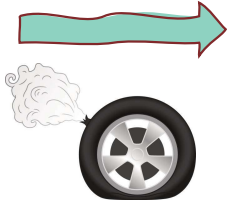
On a 1-10 scale, rank how important accomplishing each goal is to you. If your ranking is below a 7, re-examine your "why" and consider a different growth area.

STEP - 3

Consider what resources you will need to achieve your goal (time, money, equipment, literature, etc.).

STEP - 4

Prioritize your goals in the order in which you would like to complete them (if more than one goal has been selected).



POTENTIAL LEAKS

Consider potential leaks or obstacles that may impact your success (growth gap traps, fears, life interruptions, setbacks, etc.).

SOLUTIONS

Develop solutions to potential leaks or obstacles in advance when possible.

INTENTIONALITY

STEP - 5

Transfer your goal(s) to the Personal and Professional Growth Plan Template.

STEP - 6

Before developing action steps, consider your DISC personality assessment results to align your plan with your strengths.

STEP - 7

Develop SMART goals (Specific, Measurable, Achievable, Relevant and Time-Bound) to support your overall goal in each area.

STEP - 8

Print your plan and develop a comeback statement ("I will, I can, How can I"). Place in a visible area to see them daily.



SHARE

Share your growth plan with friends, family, or colleagues.

SUPPORT

Ask a friend, family member, or colleague to participate or check in with you weekly as an accountability measure.

RESULTS

STEP - 9

Develop a consistent method to track your progress toward your goals (calendar, spreadsheet, etc.) Share your successes with a trusted friend or family member.

STEP - 10

Take time to reflect each day on your progress and reaffirm your commitment to achieving your goals. Visualize what it will be like when you complete your growth goal(s).



Celebrate your success and Return to STEP - 1 for your next goal!!!



Personal or Professional Growth Plan - SMART Goal Examples

S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #1 - I will develop and implement a 5k training plan next week to begin running to increase my fitness and run a 5k race this fall	My plan will consist of a minimum of 3 days of running per week including (1) hill day (1) Long run, and (1) Speed Day	I have never run a 5k, but I am in relatively good health and have been walking daily for the past 6 months	Running and increasing my aerobic activity aligns with my growth area in health and wellness	I will begin running October 1, 2023, and complete this year's local Turkey Trot 5k on Thanksgiving Day in Denver
S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #2 - I want to save \$10,000 to take my family on a vacation cruise to Alaska	I will open a separate savings account and place 15% of each paycheck into it and not withdrawal any funds from the account	I spend money on trivial things (especially on Amazon) that are unnecessary that I can do without	The kids are getting older and off to college soon. I want to create more memories with them before the opportunity passes	By October 2023, I will have saved 1/2 the enough money to reserve the trip. By June 2023, I will have saved enough to pay off the trip in August 2023
S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #3 - I want to increase my knowledge of American history by reading more history books and watching less reality Television	I have joined a history-lovers book club that reads one book per month on American history and discusses the reading assignments weekly	I used to be in a reading club years ago and enjoyed it. I enjoy reading and especially discussing others' thoughts on historical events	My kids are entering high school next year and I want to be able to discuss the history of the United States with them	The book club begins July 1, 2023, and I have already reserved my space and purchased the first book.

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Personal or Professional Growth Plan - SMART Goals

S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #1 -				
S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #2 -				
S Specific	M Measurable	A Attainable	R Relevant	T Time-Bound
Goal #3 -				