

**EMPLOYEE DEVELOPMENT PLAN**

**EMPLOYEE** \_\_\_\_\_

**JOB POSITION** \_\_\_\_\_

**EMPLOYEE ASPIRATIONS AND GOALS (2-4 YEAR OUTLOOK FOR CAREER POSITIONS)**

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**EMPLOYEE EDUCATION NEEDS (SPECIFY COURSES OR DEGREE PROGRAMS NEEDED WITHIN THE NEXT 6-18 MONTHS)**

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**EMPLOYEE DEVELOPMENT NEEDS (SPECIFY JOB EXPERIENCES OR OUTSIDE EXPERIENCES REQUIRED; i.e., CHAIRMAN OF A COMMITTEE, TRAINING OTHER EMPLOYEES)**

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**(EMPLOYEE SIGNATURE)**

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**(MANAGER SIGNATURE)**

**DATE:** \_\_\_\_\_