INDIVIDUAL LEARNING PLAN

Select one or more learning goals that you will work on this year to further develop your skills. If it is related to your job or your career goals, consider discussing with your direct manager.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| BY THIS  DATE | I WILL BE ABLE TO ….  (LEARNING GOALS) | TO THESE PERFORMANCE STANDARDS | STEPS I WILL TAKE  TO DO THIS | I WILL BE COACHED BY | I WILL BE  CHECKED BY |
|  |  |  |  |  |  |

Associate: Date of Plan:

Direct Manager: Dates of Review: