



Team Member Career Pathing Workshop

Participant Guide

2021

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Introduction

Purpose

The purpose of this workshop is to provide leadership with the tools and resources necessary to develop team members by increasing their technical skill, prepare them for leadership roles, and help create their career paths. Throughout the workshop, we will touch on how development and career pathing can boost employee engagement and performance, increase retention, and increase our leaders' effectiveness. Additionally, this workshop provides time for participants to get hands-on experience with the fundamental tools of an IDP, Ladder Diagram, and Lattice Diagram.

The Case for Team Member Development

What are the benefits developing our team members to the following?

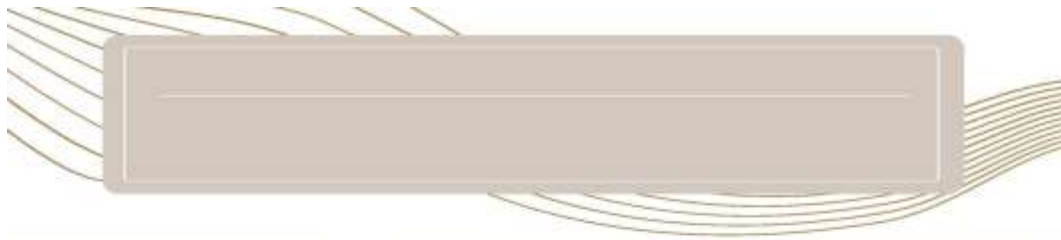
	Benefits
Team Member	
Leader	
Enterprise	

Activity: Using the 9-Box Tool

Work with your partner and place the four team members based on their profiles on the 9-Box grid below.

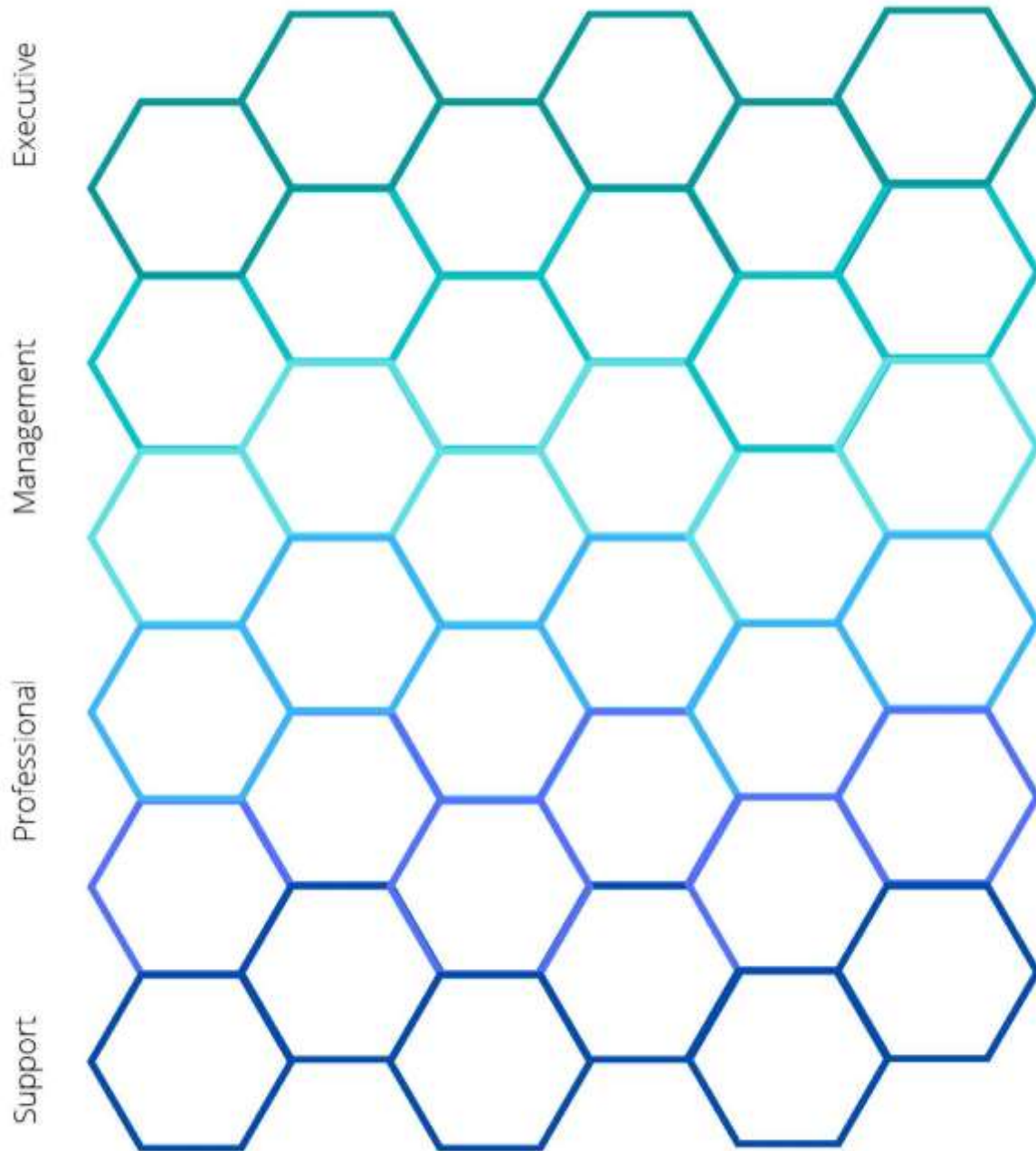
POTENTIAL			
	PERFORMANCE		

Reflect on Your Path: Ladder Diagram



<p>JOB TITLE</p> <p>Min. Years Experience: Min. Edu. / Certs.: Job Description:</p>	<p>JOB TITLE</p> <p>Min. Years Experience: Min. Edu. / Certs.: Job Description:</p>	<p>JOB TITLE</p> <p>Min. Years Experience: Min. Edu. / Certs.: Job Description:</p>
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<p>MINIMUM QUALIFICATIONS</p> <p>List:</p>	<p>MINIMUM QUALIFICATIONS</p> <p>List:</p>	<p>MINIMUM QUALIFICATIONS</p> <p>List:</p>

A career lattice is a career progression pathway that allows for vertical, horizontal, and diagonal movement.



Individual Development Plan

Employee Name:		Employee ID:	
Manager Name:		Plan Origination Date:	

Long-Term Professional Objective:

Top 3 Personality Strengths:

	Currently Possess	Needed to Reach Objective
1		
2		
3		

Action Plans:

Short-Term Goal 1 Action Plan	
Specific Action:	
Measurement of Success:	
Achievable:	
Relevant, Reasonable, Realistic, Results-Based:	
Timely:	
People Who Will Help Me:	

Short-Term Goal 2 Action Plan	
Specific Action:	
Measurement of Success:	
Achievable:	
Relevant, Reasonable, Realistic, Results-Based:	
Timely:	
People Who Will Help Me:	

Individual Learning Goal:

From Development Plan to Development Action

Activity: Your Action Plan

Think about the tools that we went over. What would be your next three steps you will take for your own personal development?

Action Plan for Your Development

Your Development Action Plan	
Step 1	
Step 2	
Step 3	

Action Plan for Your Team Member's Development

Your Team Member's Action Plan	
Step 1	
Step 2	
Step 3	

Notes
