

## Development needs

The questions below offer a simple guide for planning an effective development conversation.

Current Performance	
What are your top achievements in your role in the past twelve months?	
What are your strengths in the current role?	
Where do you think you need to or would like to develop?	
Where could you use more support?	
Organisation Needs	
What are the organisational objectives?	
What are your team objectives	

## Organisation Needs Continued

What skills do the organisation and/or team need to be able to fulfil their objectives?

What changes are planned in the next twelve months for the organisation/team?

What might these changes mean for your own role?

What skills/capabilities will help you in these changes?

## Individual Needs

How do you see your career developing in the next 12 to 24 months?

Are there any challenges you foresee arising in the next 12 to 24 months?

What support do you think you'll need to achieve your career development?