**[NAME] - Personal Growth Plan**

**Context**

The Personal Growth Plan outlines specific goals to clarify, prioritize, and accelerate an employee’s growth. It is an agreement between the employee and their manager stating what they both evaluate to be the best short to mid-term growth path for them within the company and more broadly in their career. This document is best filled in collaboratively during a 1on1 meeting. It is to be written from the perspective of the employee.

## Overall Goal

Why are you making this Personal Growth Plan? What’s your short to mid-term goal? What’s your target deadline for that goal? Should be something attainable within a year.

***ex:*** *I want to level-up / I want to explore a new area of focus or role / I’m going from being a generalist to focusing on a specific skillset / I am seeking a new role internally*

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| --- | --- |
| **Goal/s** | **Timeline** |
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## 

## Milestones

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| --- | --- | --- | --- | --- |
| **Area to improve to achieve that goal**  *What are you going to focus on next in your personal growth? Can be role specific skills or a category of the levels cheat sheet (eg. take one a new AoR)* | **Alignment with company goals**  *How will learning or improving this benefit your team / Unito?* | **Key results**  *What’s the concrete goal? By how much do you want to improve that skill? Remember key results should be measurable and leave little room for interpretation (ie. it will be clear whether or not you succeeded)* | **Activities**  *Just like when setting OKRs, how are you going to reach your key results?* | **Timeline**  *When are you planning to reach your key results?* |
| Area 1 |  |  |  |  |
| Area 2 |  |  |  |  |

## Resources needed

Will you need resources you don’t yet have?

*Ex: Budget for training, access to your manager’s network to find a mentor, etc.*

**Resources:**