



Topic 4:

Developing your Team

Your employees are all individuals and because of this, they need Individual Development Plans (IDPs). First, review the organization's/HR process and associated tools for the development and implementation of IDPs.

What is an IDP?

An IDP considers the goals of the employee and lays out a specific plan of the employee's professional development activities. You and your employee create an IDP together.

What are some development methods I could include in an IDP?

- Onsite or offsite classroom training
- Online training
- Book clubs
- Articles or podcasts
- Mentoring or coaching
- Stretch assignments that allow the employee the opportunity to learn something new on the job
- Team re-assignments that allow the employee to rotate jobs and learn a new skill as a way to cross-train, bring innovation to a task and try new things.
- Professional association memberships

Once I establish an IDP, am I done?

No. You'll need to revisit your employee's development regularly. Even though you may have created an IDP during your last annual review session, things come up. Priorities change. Opportunities arise. Be on the lookout for development opportunities for your employees and share them. If you present them with open and honest feedback, they will feel valued.