MAME:

Suzanne Supervisor

DATE:

2/2/2012

PROFESSIONAL GOALS/MOTIVATIONS

What are my professional growth and career aspirations? How do I think these aspirations can best be met at Yale?

Professionally to build my effectiveness as a leader and manager of staff. Be seen as someone others want to work for - an attractor of talent if you will - by leveraging opportunities to develop, coach and grow my employees.

TALENTS OR STRENGTHS TO USE MORE (3-5) What are my talents and strengths?	DEVELOPMENT OPPORTUNITIES (1-2) What knowledge or skills do I need to enhance?
As a manager I see my strengths as Nowledgealale and experienced Fair and open-minded Comfortable taking charge Strong communications skills Lead by example	Strengthen my leadership capabilities by: Developing my coaching skills to get the best from my staff. Push myself to delegate more, rather than being the "chief problem solver" for staff.

FOCUSED IDP OBJECTIVES AND ACTIONS STEPS

What development goals do I have for the next 12 months? The next five years? What specific actions can I take to achieve these goals?

Seek out and participate in training opportunity almed at being a more effective coach by end of 2^{nd} artr. Track and measure my own actions with employees throughout the 3^{nd} and 4^{nn} artr.

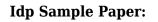
Identify a "peer" coach to check in with and to support and help me stay focused on my efforts to adopt a coaching style more often.

schedule 1:1 meetings with each staff member to obtain a better understanding of what they need from me as a coach - how can I help empower them to do their Jobs better, what can I delegate to them to grow their capabilities. schedule midgear check in to get their feedback.

NEXT REVIEW MEETING DATE: 6/15/2012.

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Executive Manpower Management Technical Assistance Center



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- 1. Understanding the eBook Idp Sample Paper
 - The Rise of Digital Reading Idp Sample Paper
 - Advantages of eBooks Over Traditional Books
- 2. Identifying Idp Sample Paper
 - Exploring Different Genres
 - o Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
- 3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Idp Sample Paper
 - User-Friendly Interface
- 4. Exploring eBook Recommendations from Idp Sample Paper
 - Personalized Recommendations
 - Idp Sample Paper User Reviews and Ratings
 - Idp Sample Paper and Bestseller Lists
- 5. Accessing Idp Sample Paper Free and Paid eBooks
 - Idp Sample Paper Public Domain eBooks
 - Idp Sample Paper eBook Subscription Services
 - Idp Sample Paper Budget-Friendly Options

- 6. Navigating Idp Sample Paper eBook Formats
 - o ePub, PDF, MOBI, and More
 - Idp Sample Paper Compatibility with Devices
 - Idp Sample Paper Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Idp Sample Paper
 - Highlighting and Note-Taking Idp Sample Paper
 - Interactive Elements Idp Sample Paper
- 8. Staying Engaged with Idp Sample Paper
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Idp Sample Paper
- 9. Balancing eBooks and Physical Books Idp Sample Paper
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Idp Sample Paper
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Idp Sample Paper
 - Setting Reading Goals Idp Sample Paper
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Idp Sample Paper
 - Fact-Checking eBook Content of Idp Sample Paper
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements

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