Individual Leadership Development Plan

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12/9/2024

CST 380

1. Personal Vision Statement:
   1. To continuously grow and learn while making a positive impact on those around me.
2. Core Values
   1. Organization
   2. Friendship
   3. Wisdom
   4. Intelligence
   5. Rationality
3. Attributes
   1. Core competencies and strengths:
      1. Honesty
      2. Problem-solving
      3. Leadership
      4. Efficiency
   2. I want people to know me as reliable and honest. When I am not in the room, I want people to respect me, as I would respect them
   3. In the field of marketing, I want to utilize the spectrum of professionality to my advantage. I will need to maintain professionalism, while also understanding when being less-professional can be used to my benefit.
   4. Others perceive me as easy-going and trustworthy. I know this because peers often come to me seeking advice and know me as someone who is easy to talk to.
   5. I will maintain credibility and authenticity by being honest with everyone and staying true to my values no matter what the situation.
4. Skills
   1. Organization
   2. Digital Media
   3. Diversity in experience
   4. What I want to get better at:
      1. Communication skills
      2. Leadership skills
5. Knowledge
   1. Drawing from the skills, attributes, and values above, leads to my project management experience. My experience involved building relationships with employees, and holding others accountable.
   2. As a result of my experience, I have gained time management skills, management tactics, and leadership experience.
   3. Based on my experience, I know I can be an affective leader, and hold true to my values and beliefs while also motivating others and holding them accountable.
6. Goals:
   1. **SMART Goal 1**:
      1. **Specific**: I will actively participate in a leadership role in at least one work or community project over the next six months.
      2. **Measurable**: I will track my progress by regularly documenting my responsibilities, achievements, and feedback from team members.
      3. **Achievable**: I will volunteer for projects where I can lead a small team and take on increasing responsibilities, ensuring these opportunities fit within my current workload.
      4. **Relevant**: This goal aligns with my career development by building practical leadership experience and demonstrating leadership capabilities to my employer.
      5. **Time-bound**: I will have completed at least one leadership role by the end of June 2025.
   2. **SMART Goal 2**:
      1. **Specific**: I will join a leadership networking group within the next three months to connect with other leaders and learn from their experiences.
      2. **Measurable**: I will attend at least one networking event per month and actively participate in discussions, asking questions, and sharing insights.
      3. **Achievable**: I will research and identify networking groups that focus on leadership and sign up for the one that fits my goals.
      4. **Relevant**: This goal is relevant as it provides exposure to different leadership styles and challenges, which will help me grow as a leader.
      5. **Time-bound**: I will join a leadership networking group by March 2025 and have attended at least three events by the end of June 2025.
7. **Action**
   1. **Goal**: Actively participate in a leadership role in at least one work or community project over the next six months.
      1. **1. Identify Opportunities:**
         1. **By January 2025**, assess current work projects and community initiatives where leadership roles are available.
         2. **Research** potential opportunities in my organization or local community where I can lead a small team or take on a project management role.
         3. **Set criteria** for choosing a project, such as the scope, team dynamics, and personal growth opportunities.
      2. **2. Apply for Leadership Roles:**
         1. **By February 2025**, submit applications or express interest in identified projects.
         2. **Prepare a brief proposal** outlining why I am suitable for the role, my leadership vision, and how the project aligns with my goals.
         3. **Engage in discussions** with supervisors or project leads to secure a leadership role.
      3. **3. Set Goals and Create a Plan:**
         1. **Upon securing a leadership role**, set specific objectives for the project (e.g., deliverables, timeline, team goals).
         2. **Develop a project plan** outlining tasks, deadlines, and responsibilities.
         3. **Regularly review progress**, making adjustments as necessary to meet project goals.
      4. **4. Reflect and Learn:**
         1. **At the end of the project**, review what went well and what could be improved.
         2. **Seek feedback** from team members and supervisors to gain insights on my leadership performance.
         3. **Document lessons learned** and how I can apply these insights to future leadership roles.
8. **Goal**: Join a leadership networking group by March 2025 and attend at least three events by the end of June 2025.
   * 1. **1. Research Networking Groups:**
        1. **By December 2024**, research online for leadership networking groups, both local and online.
        2. **Create a shortlist** of potential groups that align with my goals (e.g., industry-specific, leadership focus, community-based).
        3. **Read reviews** and testimonials from members to understand the benefits and challenges of each group.
     2. **2. Choose a Networking Group:**
        1. **By January 2025**, select the group that best fits my objectives.
        2. **Reach out** to the group’s organizer to get more information about membership, events, and costs.
        3. **Join the chosen group** by the end of January 2025.
     3. **3. Attend Networking Events:**
        1. **By February 2025**, schedule my first networking event.
        2. **Commit to attending at least one event per month** through to June 2025.
        3. **Prepare a brief introduction** to share about my goals, expertise, and what I’m looking to gain from these events.
     4. **4. Engage Actively:**
        1. **During each event**, engage with other members, ask questions, and share my experiences.
        2. **Take notes** during discussions to capture key learnings and contacts.
        3. **Follow up** with new connections after events to maintain relationships.
     5. **5. Reflect and Plan Next Steps:**
        1. **At the end of June 2025**, evaluate the benefits of being part of the group.
        2. **Reflect on the networking experience**, identifying which connections were most valuable and how I can use them in my leadership development.
        3. **Set goals** for further involvement in the group or seek out additional opportunities to expand my network.
9. **Artifacts**
   1. **Personal Website:**
   2. **Resume:** [**https://d.docs.live.net/b83dd2712592459f/Documents/Resume%20updated.oxps**](https://d.docs.live.net/b83dd2712592459f/Documents/Resume%20updated.oxps)