

Digital career development plan

Connect one target responsibility with a specific evidence gap and a practical activity. Define the output and review method then use the second page to record feedback and your next action.

Plan one development activity

Target role or responsibility

Source of requirement and date reviewed

Current evidence and specific gap

Practice activity and expected output

Data permissions and support needed

Completion criteria and review method

Review and decide

Reviewer start date and review date

Likely obstacle and fallback action

Status as completed revised or deferred

Evidence produced and feedback received

What changed and the remaining gap

Next action and review date

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