

## LIANZA Future Skills Working Party – Skill Action Plan

1. Identify the skills needed for your Future Role, and identify gaps in your current skills to determine what you need to do to close them.
2. Set SMART goals (Specific, Measureable, Attainable, Realistic and Timely) and monitor your progress. ***N.B: you don't have to fill in every block***

**Career Development Action Plan for:** .....

	<b>My Future Role what does it require?</b>	Where are the gaps between my current skills and what this future role needs? What do I need?	<b>Action Required:</b> What do I need to do to close the gaps, and who can help me?	<b>Timeframe &amp; Dates:</b> including the date the action is to be completed	Anticipated Outcomes
Qualifications					
Skills					
Knowledge					
Experience					