

Planning and prioritising development needs

Why is development important?

Warwick is committed to supporting the development of its employees. Whether you need to take on new challenges, keep on top of developments in your field, plan your career progression or enhance your profile, undertaking development can help. By ensuring you have the right balance of knowledge, skills and behaviours, you can achieve your goals,

What is a development need?

Individuals may have gaps in your skills, knowledge, experience, or approach to work that could be enhanced or developed to support you in:

- a) Achieving your work goals
- b) Enhancing your motivation
- c) Improving your contribution
- d) Fulfilling your potential and future career aspirations
- e) Any gap that may have arisen due to a change or development in your area of work.

Whose responsibility is it to make development happen?

Reviewees must:

1. Own their development plans, making their development happen, applying it in the workplace.

Reviewers must work with individuals to ensure they:

- a) Understand the skills and expertise needed to achieve key objectives and departmental priorities
- b) Are clear about any skills and experience gaps that are essential to enable and support them to carry out their roles effectively, now and in the future
- c) Prioritise development that is critical to the achievement of agreed goals. There are finite resources and it is unlikely that every development opportunity requested will be fulfilled.
- d) Consider the most appropriate and effective development method(s) (see Identify your development needs section, p.18 of the 'How To' guide)
- e) Are given the support and appropriate resources to access agreed development
- f) Are effectively supported to use what they have learned to enhance their contributions in their role
- g) Review and report back on the effectiveness of their development