



Supporting Services Professional Development Plan (PDP)

Professional Growth System
Office of Human Resources and Development
Rockville, Maryland 20855
MONTGOMERY COUNTY PUBLIC SCHOOLS

MCPS Form 425-53
November 2012
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Name _____ Employee Identification Number: _____

Position _____ Work Location _____

Timeframe for PDP: From _____ to _____

Professional Development Goal(s)

My professional development goal is to

- Maintain and/or enhance competency Explore other career opportunities in MCPS
(See www.montgomeryschoolsmd.org/departments/personnel/classification/ for job descriptions and required skills.)

Core Competencies

Check at least one core competency for your PDP focus. Your choice(s) will guide your PDP activities.

1. Commitment to Students 4. Interpersonal 7. Problem Solving
 2. Knowledge of Job 5. Communication
 3. Professionalism 6. Organization

PDP Activities

Discuss with your supervisor from the following list one or more ways that your plan to continue your professional growth.

Options may include, but are not limited to, participation in the following:

- Annual review of current job policies, practices, and/or updates
 Advisor, peer coach, or shadowing Meetings with supervisor
 Apprenticeships or internships Meeting/trainer presenter
 Certificate/Degree program Networking group
 Committee or task force Portfolio development
 Extracurricular activities sponsor Reflection log
 Job-related book/article reading Staff development opportunities
 Language skills improvement Staff meeting attendance
 License requirements Training development

Please note: Some activities have minimum requirements and/or may only be available to certain positions or work sites. In addition, some choices may require supervisor approval.

My goal for this PDP is

SIGNATURES: These signatures reflect shared understanding of the plan.

Employee Name (Print)

Signature, Employee

____/____/____
Date

Supervisor/Administrator Name (Print)

Signature, Supervisor/Administrator

____/____/____
Date

