Professional Development Plan

Your Name

Kaplan University
Professional Development Plan

You should begin your Professional Development Plan (PDP) with paragraphs that will serve as an introduction to yourself and your professional nursing life thus far. This could include how you came to the place you are now, how you have evolved, and where the motivation comes for you to move on in your professional career. Other areas to address include your educational background, professional activities, professional organizations, committee, certifications, political involvement, leadership positions, and community service. Please note that your introduction will not have a heading that says “Introduction.”

Strengths and Weaknesses

Create two paragraphs. The first paragraph is to focus on personal and leadership strengths. The second paragraph is to focus on your weaknesses. Throughout your strengths and weaknesses section, please incorporate findings from your Unit 2 Leadership Inventory Assignment along with any additional thoughts. Please note, this section, as all sections, should be written in complete sentences.

Goals

This is a brief summary of both your short-term (to be accomplished within 1 year) and long-term (to be accomplished in more than a year) goals. These goals must be specific, achievable, and measurable with a proposed completion date for full credit. You must include at least three specific short-term goals and three specific long-term goals. These goals, as well as the entirety of the paper, should be written in narrative format rather than using bullet points. You may address areas such as education, professional enhancement, community service, political involvement, committee membership, publishing, and future career positions. You may also include one to two personal goals if desired.
**Barriers**

This part of your PDP should be a discussion of the possible obstacles standing in the way of your goals. Think in terms of finances, time management, family concerns, etc. This area will need to include at least one well-developed paragraph that **covers at least 2/3 of a page**.

**Action Plan**

This part of your PDP will involve choosing specific methods and strategies to pursue each one of your six stated goals. Avoid generalizations such as “I will get more organized” or “I will have to stay focused”. Instead, offer a specific action step to be taken related to each goal. Also, include a specific mentor or role model relationship which will be of assistance in helping you achieve your goals. This area will need to include at least one well-developed paragraph that **covers at least 2/3 of a page**.

In conclusion, you will sum up your PDP and bring all of the information to a reasonable conclusion. Note that the conclusion **will not** have a separate heading, but it will be a paragraph that stands on its own.

[Note – see below for a sample reference page]
References


Your final PDP requires three to five references in APA format with hanging indent as shown above. All references must be correctly cited within the body of the paper. (See your Unit 3 APA Practice Exercise sample document along with assignment feedback from by your instructor).

These additional APA and grammar elements will also be evaluated:

- double spacing
- 1-inch margins
- Times New Roman size 12 font
- title page
- running head and pagination
- level 1 headings
- correct spelling, capitalization, and punctuation