



Development Plan & Focus

Kenneth Gomden

1204 W. 33rd Street

Fort Lauderdale

FL

34928

Advisor Name: Henry Allison

Engagement Date: 19-Jul-2001

Comment:



Development Plan & Focus

Key Objectives	Focus of Practice	Aspect to Develop	Milestones	Due Date	Measurements
Strategic Direction					
Get agreement on strategy	Spend more time listening	Relationships	Agreement Achieved	08/19/2001	Agreement reached
	Present paper at next executive meeting	Strategic Thinking			
Align other departments	Set interdepartmental coordination team	Relationships	First interdepartmental meeting	07/11/2001	
	Attend Finance department summit	Communication	Final Approval	08/13/2001	
		Presentation Skills			
Project Delivery					
Hit delivery targets	Improve time management	Resource Allocation	First delivery due date	08/31/2001	Target hit for qtr 1
	Learn how to operate software	Time Management	System Automation up and running	09/18/2001	Targets hit over 2 quarters Targets hit over 1 year
Variances no more than 5%	Schedule weekly variance review	Financial Planning Skills	Achieve 7%	10/03/2001	Variance level falling
	Reduce production downtime by 2.5%		Achieve 5%	12/31/2001	Stable variances achieved
Job Performance					
Achieve quarter 1 results	Come to work	Getting things Done			Results achieved
	Hire 2 new sales people	Handling Problems			
Win Presidents Award	Take compromising photos of CFO	Competence Development	Achieve short list	10/24/2001	On shortlist
	Make sure application is submitted on time	Potential Development	Final selection	11/15/2001	Winner!!!
Organizational Change					
Restructure sales force	Setup strategy planning session	Handling Problems	First phase	10/02/2001	Plan in place
	Role profile regional sales roles	Relationships	Final phase	12/03/2001	Implementation completed
Merge Miami and Orlando offices	Agreed communciation plan	Handling Problems	Systems merged	08/29/2001	Offices merged
	Review lease arrangements	Relationships	Miami office closed	11/01/2001	Retention of all staff
	Discuss relocation terms with HR				
Team Building					

Key Objectives	Focus of Practice	Aspect to Develop	Milestones	Due Date	Measurements
Team Building					
Organize a team retreat	Pick location	Getting Things Done	Retreat held by	11/20/2001	Retreat held
	Agree on agenda	Relationships			
	Select facilitator				
Establish team mission statement	Canvas views and opinions	Creative Thinking	Working group set up	08/16/2001	Statement agreed
	Conduct brainstorming session	Exercising Judgement	First draft ready by	09/24/2001	Statement published
				Final draft agreed by	10/31/2001
Profile team values	Hire NSP	Processing Information	Data collected by	10/12/2001	Profiling completed
	Set up time tables	Relationships	Team review meeting by	11/01/2001	Linked to development planning
				Report back by	11/30/2001
Growth Creation					
Introduce 2 new projects in financial year	Establish project team	Thinking Creatively	First product launched by	12/03/2001	Products in production
	Set up market research	Exercising Judgement	Second product launched by	12/31/2001	Products profitable
	Talk with head of R&D	Handling Problems	Profitability achieved by	03/29/2002	
Open new office in Toronto	Scout locations	Getting Things Done	Office working by	02/01/2002	Office opened
	Prepare recruitment advertising	Relationships			Full staffing achieved
	Appoint office manager				
People Development					
Profile whole team	Arrange with NSP	Processing Information	Completed by	12/03/2001	Profiling completed DPFs completed Training programs in place
Establish development plans	Hold team review meeting	Processing Information	Plans in place by	01/31/2002	Plans submitted
	Invite input from HR	Exercising Judgement			Plans implemented
	Prepare DPF	Relationships			
Introduce educational reimbursement program	Agree terms with HR	Thinking Creatively	Scheme operative by	03/01/2002	Program design completed
	Establish agreed list of participants	Handling Problems			Cleared by HR Full implementation
Career Advancement					
Attend top executive development program	Arrange dates	Getting Things Done	Attend by	03/01/2002	Program completed
	Begin pre-reading				
Achieve Vice President level	Get promoted	Competence Development	Gain boss's support by	11/01/2001	Got there!!
	Be very nice to CEO's admin assistant	Relationships	Win promotion by	01/01/2002	
Work/Life Balance					
Take a long vacation			Fix vacation date by	09/03/2001	Did it! Enjoyed it!

Key Objectives	Focus of Practice	Aspect to Develop	Milestones	Due Date	Measurements
Work/Life Balance					
Reduce working hours by 5%			Reduce by 1%	08/31/2001	See more of my family
			Reduce by 2.5%	10/01/2001	
			Reduce by 5%	12/03/2001	