Top of Form

|  |
| --- |
| Development plan for dialogue with seniors (older members of staff) |
| The development plan must be filled in with the special development points that came up during the senior dialogue. The manager and the employee may fill in the plan together at the end of the dialogue. |
| **Main themes of the interview**  Here, the main themes of the dialogue can be outlined. It is not necessary to produce detailed minutes of the dialogue. |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **A. Agreement**  Describe the agreement. This might take the form of professional/academic and personal development goals or other agreements | **B. Activities**  Describe the activities which the agreement involves in general terms | **C. Responsible**  Name | **D. When**  When to follow up the first time? |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

Bottom of Form