

INDIVIDUAL DEVELOPMENT ACTION PLAN (IDAP)

Mentee's Name _____ Performance Period _____ to _____

Mentor's Name _____ Date and Initials _____

MENTEE'S BACKGROUND INFORMATION

(to be completed/updated by the mentee before each mentorship meeting)

1) Individual Mission Statement:

2) Short Term (1-6 months)

a) Goals (personal/professional):

b) Steps to Complete Goals:

3) Near Term (6-24 months)

a) Goals (personal/professional):

b) Steps to Complete Goals:

4) Long Term (24+ months)

a) Goals (personal/professional):

b) Steps to Complete Goals:

MENTEE'S ATTRIBUTES, SKILLS, COMPETENCIES

1. Current Job Function

2. Greatest Strengths

3. What areas would you like to develop in?

4. What is the #1 thing you want to get out of this relationship

5. Preferred channel of communication

6. Top Passions

7. What are some challenges you are experiencing and trying to overcome in your roles at the moment?

Personal attributes, values, and warrior ethos	Strengths and Weaknesses	Developmental activities	Target Date for completion	Actual Completion Date	Mentor's initial	Mentee's initials
Loyalty						
Duty						
Respect						
Integrity						
Personal Courage						
Guiding Successful Operations						
Preparing Self						
Ensuring Common Understanding						
Modeling Sound Values and Behaviors						
Leading others to success						
Fostering Growth in others						
Extending Influence						
Shaping Climate						