

# Executive Leadership Development Program (ELDP) – Class of 2016

## Leadership Development Plan (LDP)

**Period of Performance:** March 23, 2015-May 31, 2016

**PARTICIPANT:** Terry Q. Public

\_\_\_\_\_  
Initial OK

\_\_\_\_\_  
Date

**SUPERVISOR:** Rachel Rodriguez

\_\_\_\_\_  
Initial OK

\_\_\_\_\_  
Date

**ELDP Program Manager:** Fonda Johnson

\_\_\_\_\_  
Initial OK

\_\_\_\_\_  
Date

THESE ARE THE PRIME ELDP CORE COMPETENCIES USED IN THIS PROGRAM. THIS LDP SHOULD SHOW HOW YOU PLAN TO ENHANCE/STRETCH THESE COMPETENCIES, AND ANY OTHERS AS LISTED IN THE SES ECQ LISTING (see OPM Web Site -- <http://www.opm.gov/ses/ecq.asp>) THROUGH A VARIETY OF ACTIVITIES INCLUDING THE DEVELOPMENTAL ASSIGNMENT.

- I. Creativity and Innovation Develops new insights into situations and applies innovative solutions to make organizational improvements; creates a work environment that encourages creative thinking and innovation; and designs and implements new or cutting-edge programs or processes.
- II. Conflict Management Identifies and takes steps to prevent potential situations that could result in unpleasant confrontations. Manages and resolves conflicts and disagreements in a positive and constructive manner to minimize any negative impact.
- III. Decisiveness Exercises sound judgment by making well-informed decisions; by perceiving the impact and implications of decisions; by making decisions in an effective and timely manner, and by making sound decisions even when data is limited or solutions might produce unpleasant consequences. Decisions are generally proactive and achievement oriented.
- IV. Human Resources Management Assesses current and future staffing needs based on organizational goals and budget realities. Using merit principles, ensures staff are appropriately selected, developed, utilized, appraised, and rewarded; and takes corrective action when required.
- V. Influencing/Negotiating Persuades others; builds consensus through give and take situations; gains cooperation from others to obtain information and accomplish goals; and facilitates “win-win” situations.

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**PARTICIPANT NAME:** \_\_\_\_\_ **Terry Q. Public** \_\_\_\_\_

**ECQ One: Leading Change. Main Competency: Creativity and Innovation.**

**Additional Competencies:** Continual Learning, External Awareness, Flexibility, Resilience, Service Motivation, Strategic Thinking, Vision.

| Developmental Objectives   | Developmental Activities   |                       |        |              |
|--|--|-----------------------|--------|--------------|
|  |  | Beginning             | Ending | Costs if Any |
| To enhance/stretch the competency as listed:<br><br><b>1. (Leading Change) Creativity and Innovation</b> | 1. Read “Crucial Conversations, tools for talking when expectations are high”<br><br>2. Complete Leadership Essentials: Leading Change LMS Class<br><br>3. Read “Government ill executed”<br><br>4. Read “Influence, the new science of leading change”.<br><br>5. Further develop skills when building Performance Culture and Community of Practice. Study self, masters, amateurs using these skills in meetings and classes, take notes, and practice. | <b>March 23, 2015</b> |        | None         |

**Note: You may also use any other competency as listed under this ECQ. You can also list the same item on several pages if the activity will cover more than one ECQ/competency (i.e. your Developmental Assignment).**

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**PARTICIPANT NAME:** \_\_\_\_\_ **Terry Q. Public** \_\_\_\_\_

**ECQ Two: Leading People. Main Competency: Conflict Management.**

**Additional Competencies:** Cultural Awareness, Integrity/Honesty, Teambuilding.

| Developmental Objectives  | Developmental Activities  |                             |        |              |
|---|---|-----------------------------|--------|--------------|
|   |   | Beginning                   | Ending | Costs if Any |
| <p>To enhance/stretch the competency as listed:</p> <p><b>2. (Leading People) Conflict Management</b></p> | <p>1. Read “Crucial Accountability, tools for resolving violated expectations, broken commitments and bad behavior.”</p> <p>2. Further develop skills when building Performance Culture and Community of Practice. Study self, masters, amateurs using these skills in meetings and classes, take notes, and practice.</p> <p>3. Superintended Sunday School, taking care of my staff of teachers, while respecting “customer” parents.</p> | <p><b>March 23 2015</b></p> |        |              |

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**ECQ Three: Results Driven. Main Competency: Decisiveness.**

**Additional Competencies:** Accountability, Customer Service, Entrepreneurship, Problem solving, Technical Credibility.

| Developmental Objectives   | Developmental Activities  |                              |        |              |
|--|---|------------------------------|--------|--------------|
|  |   | Beginning                    | Ending | Costs if Any |
| <p>To enhance/stretch the competency as listed:</p> <p><b>2. (Leading People) Human Resources Management</b></p> | <ol style="list-style-type: none"> <li>1. Read “The five dysfunctions of a team.”</li> <li>2. Complete Leadership Essentials: Leading with Emotional Intelligence</li> <li>3. Complete Leadership Essentials: Communicating Vision</li> <li>4. Complete Leadership Essentials: Building Your Influence as a Leader</li> <li>5. Further develop skills when building Performance Culture and Community of Practice. Study self, masters, amateurs using these skills in meetings and classes, take notes, and practice.</li> <li>6. Briefed League of United Latin American Citizens.</li> </ol> | <p><b>March 23, 2015</b></p> |        |              |

**Note: You may also use any other competency as listed under this ECQ. You can also list the same item on several pages if the activity will cover more than one ECQ/competency (i.e. your Developmental Assignment).**

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**ECQ Four: Business Acumen. Main Competency: Human Resources Management.**

**Additional Competencies:** Financial Management, Technology Management.

| Developmental Objectives  | Developmental Activities  |                       |        |              |
|---|---|-----------------------|--------|--------------|
|   |   | Beginning             | Ending | Costs if Any |
| To enhance/stretch the competency as listed:<br><br><b>4. (Results Driven) Decisiveness</b> | 1. Build a Performance Culture and Community of Practice where OHRM shares best practices across the Department, such as policies, standard operating procedures, and training.<br><br>2. Further develop skills when building Performance Culture and Community of Practice. Study self, masters, amateurs using these skills in meetings and classes, take notes, and practice. | <b>March 23, 2015</b> |        |              |

**Note: You may also use any other competency as listed under this ECQ. You can also list the same item on several pages if the activity will cover more than one ECQ/competency (i.e. your Developmental Assignment).**

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**PARTICIPANT NAME:** \_\_\_\_\_ **Terry Q. Public** \_\_\_\_\_

**ECQ Five: Building Coalitions/Communication. Main Competency: Influencing/Negotiating.**

**Additional Competencies:** Interpersonal Skill, Oral Communication, Partnering, Political Savvy, Written Communication.

| Developmental Objectives  | Developmental Activities   | Dates                        |        | Cost or Other Resources |
|---|--|------------------------------|--------|-------------------------|
|   |  | Beginning                    | Ending |                         |
| <p>To enhance/stretch the competency as listed:</p> <p>5. (Coalition Building) <b>Influencing and Negotiating</b></p> | <ol style="list-style-type: none"> <li>1. Interview and shadow SESs that need to know my competencies and vice versa. Study the masters using these skills in meetings and classes, take notes, and practice.</li> <li>2. Read “Political Savvy”</li> <li>3. Read “Getting to yes”</li> <li>4. Further develop skills when building Performance Culture and Community of Practice. Study self, masters, amateurs using these skills in meetings and classes, take notes, and practice. Attended DOE’s “Building the Networked Organization” and read Jim Wylie’s book <i>The New Face of Networking in a Collaborative World</i>. Attended CFO Ellen Herbst’s talk on Becoming a Leader and ISPI’s “How to measure anything.”</li> </ol> | <p><b>March 23, 2015</b></p> |        |                         |

**Note: You may also use any other competency as listed under this ECQ. You can also list the same item on several pages if the activity will cover more than one ECQ/competency (i.e. your Developmental Assignment).**

|                         |  |
|-------------------------|--|
| <b>To be determined</b> | <ol style="list-style-type: none"><li>1. Speaker series 1</li><li>2. Speaker series 2</li><li>3. Developmental assignment</li><li>4. Action Learning Project</li></ol> |
|-------------------------|--|