

PERSONAL DEVELOPMENT PLANNING



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Investing in yourself is the best investment you will ever make. That investment can come in the form of financial investment, time committed as well as an emotional investment.

The starting point is by genuinely believing you are worth it and having a clear personal development, ideally written down so you can work towards your goals and aspirations.

2. Why Do You Need a Personal Development Plan?



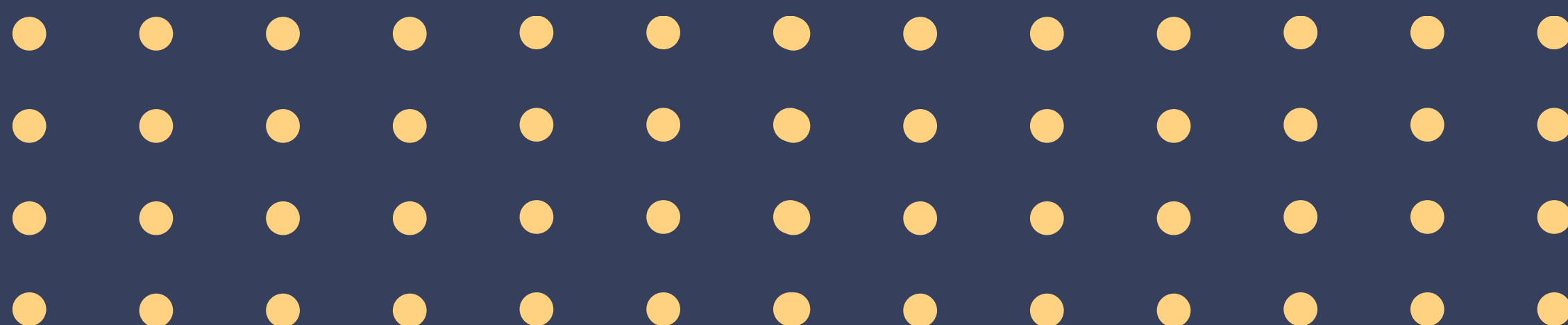
So why is your personal development so important? There are so many reasons why having a personal development plan is important.

If you have goals or aspirations for the future, it's important that you prioritise Personal Development Planning. Perhaps you want to take on more responsibility at work, move into a new career path, start a business, learn a new skill or network with a whole new set of people. Whatever your goals are a plan can help you get where you want to go faster and more effectively.

As Jim Rohn, personal development expert, said: 'If you don't design your own life plan, chances are you'll fall into someone else's plan. And guess what they have planned for you? Not much.'

There are so many reasons why you need a personal development plan, and here are just 5 to get you going:

- 1) Helps you grow as a person overall
- 2) Broadens your perspective and helps you see the world differently
- 3) Keeps your mind active and curious to learn new things
- 4) Helps challenge you in new creative ways
- 5) Keeps your body and mind healthy



There is light and shade in everything we do – ying and yang. By focusing on your personal development you help keep yourself in balance so that when demands, challenges and opportunities are thrown at you, you're in the best shape possible to deal with them and make the most of life in all its glory. By investing in your personal development you are saying I want more, I want to be a better version of myself, I want to be in good shape to achieve more, I don't want to settle for mediocrity, I want extraordinary!!!

If we don't change and improve, our life won't change and improve!

3. What Should Be Included in a Personal Development Plan?



Nobody has a one-dimensional personality, yet it is easy to become blinkered in your ambitions for your own development. This can lead to an imbalance between your qualifications and your soft skills, or your career history and free-time activities.

The five areas of personal development help you to improve in broad terms, so that you can take a balanced approach to your progression. Generally speaking, the five areas of personal development are:

- **Emotional:** This can be quite abstract and difficult to pin down, but covers areas like coping with stress, positive mindset and 'knowing' yourself.
- **Mental:** Also called cognitive or cerebral, this is about exercising your mind to stay open to new learning opportunities whenever they may arise.
- **Physical:** Physical health can underpin good mental health, and it's often easy to set achievable goals such as time spent exercising, healthy weight loss or a target BMI.
- **Social:** This can include communication skills such as learning a new language or improving the way you interact with other people. It can also include specific networking goals.
- **Spiritual:** Spirituality does not necessarily mean religion. Instead, it is about how you perceive the world around you – your world – and the impact this can have on yourself and your personality.

You might find some elements of personal development more appealing than others. For example, you might find it easier to work towards concrete goals, like physical fitness or career progression, than more abstract spiritual and social destinations. A Personal Development Plan is your opportunity to challenge yourself by setting multiple goals, including some you might not normally feel comfortable working towards. You can prioritise the goals you feel are most achievable – or alternatively, prioritise those you find most difficult to achieve, so that you do not neglect them in the long run.

4. How to go About Creating a Personal Development Plan?



Only by working on yourself can you get outward results. This is very much the idea of working from the inside-out. Your external world is a direct reflection of who you are internally, how you think, what you believe in and your mindset

Making a commitment to allocating time, and ruthlessly protecting that time, for your personal development is the first critical step.

Personal development plans will differ from person to person because they're dependent upon an individual's goal.

Ten steps you can take to creating a personal development plan for yourself are as follows:

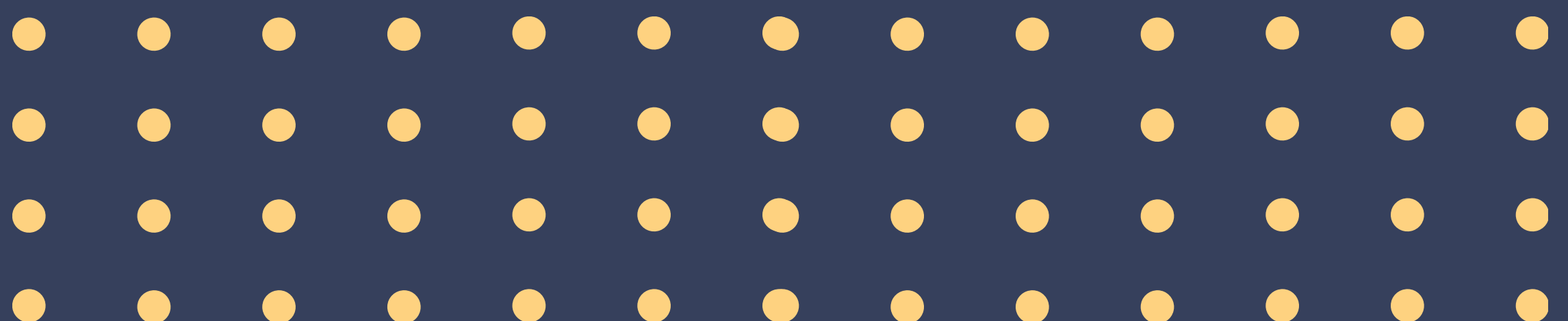
1. Evaluate your strengths and weaknesses
2. Make a list your goals and objectives
3. Identify the skills you need to reach your goals
4. Assess which of those skills you already have, which you might want to develop further
5. Scope out any new skills that you need to develop from scratch
6. Put clear metrics around your goals make them SMART
7. Make a clear plan for your development
8. Create specific time in your day, week and month to work on your personal development
9. Review progress on a regular basis, weekly, monthly, quarterly, annually
10. Tweak and refined your personal development plan



This is the definition of SMART goals and objectives:

- **Specific:** Be specific with what you want to achieve. Instead of a vague goal like, “I want to make more money this year,” turn it into something more specific like, “I want to make 30 percent more money in the next 12 months.”
- **Measurable:** Make your goal measurable so that you can track your progress and stay motivated. Include a specific number or date, so that you have something concrete to work towards.
- **Attainable:** Don’t set yourself up for failure. Set goals that are realistic and that you have full control over. For instance, “Getting a promotion” is heavily dependent on your manager.
- **Relevant:** Is your goal relevant to you? Will it help improve your career or quality of life? Look at the overall picture and be sure that your objective is relevant to you your long-term career objectives.
- **Timely:** Every goal needs a date or deadline. Having a time-bound goal will help keep your priorities in check and tasks on track. When setting a deadline for your goal, be realistic. Can you really complete your task in 6 months, or is one year more attainable?

To read more ideas and examples of Personal Development Planning, please download the ‘Miracle Morning’ guide.



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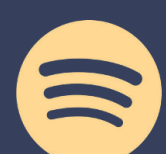
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