

Leading from the Heart

"But blessed is the one who trusts in the LORD,
whose confidence is in him.

They will be like a tree planted by the water
that sends out its roots by the stream.

It does not fear when heat comes;
its leaves are always green.

It has no worries in a year of drought
and never fails to bear fruit."

The heart is deceitful above all things
and beyond cure.

Who can understand it?

"I the LORD search the heart
and examine the mind,
to reward each person according to their conduct,
according to what their deeds deserve."

Jeremiah 17:7-10

Then the LORD answered me:

"Write down this vision
and clearly inscribe it on tablets,
so that a herald may run with it.

For the vision awaits an appointed time;
it testifies of the end and does not lie.

Though it lingers, wait for it,
since it will surely come and will not delay."

Habbakuk 2:2-3

PERSONAL DEVELOPMENT PLAN TEMPLATE

VISION

A vision is a picture of the future that inspires passion. Write out a brief statement that captures your vision. What would the world look like if you were living at your full potential? Your vision should include the four Ws and the H. What are you doing? Where will you be doing this? Who will be the beneficiaries? Why are you doing it? How will you do it?

e.g. A **continent (where)** that has been **renewed and restored(why)** by **proclaiming(how)** the **good tidings** of the LORD(what) to a **new generation (who)**

The Spirit of the Lord God is upon me; because the LORD hath anointed me to preach good tidings unto the meek; he hath sent me to bind up the brokenhearted, to proclaim liberty to the captives, and the opening of the prison to them that are bound;

Vision

Reference: Select a bible verse that is your inspiration. This could be a verse that stands out to you or one that is aligned with the content of your vision. You may select more than one verse.

MISSION

A mission defines your role in attaining the vision. Your mission should include **action words** that describe your contribution to attaining the above vision. This will be determined by your SHAPE. **S**kills, **H**ear (Passion) **A**bilities, **P**ersonality, **E**xperiences

e.g. To proclaim the **good tidings** of God in my life through my **speaking, leadership, mentoring** the next generation, so that they will **rebuild** the devastated places

To appoint unto them that mourn in Zion, to give unto them beauty for ashes, the oil of joy for mourning, the garment of praise for the spirit of heaviness; that they might be called trees of righteousness, the planting of the LORD, that he might be glorified. And they shall build the old wastes, they shall raise up the former desolations, and they shall repair the waste cities, the desolations of many generations.

Mission

Reference: Select a bible verse that is your inspiration. This could be a verse that stands out to you or one that is aligned with the content of your mission. You may select more than one verse.

LIFE GOALS

Write Life Goals in each of these different areas of competence. These are goals that will define the impact that you will have in these areas in order to equip you to achieve your personal mission as described above. Life goals answer the question “ What kind of person do I have to be in order to achieve my vision?” Life goals should be meaningful to you and inspire passion and a desire to achieve them. Writing the goals in the present tense (I am) rather than in the future tense (I would like to be) acts as a motivation and helps you develop a sense of focus)

1) ATTITUDE

(This refers to the ability to remain fully self-aware; identify and live out personal beliefs and values; effectively deal with emotional issues and feelings; manage time, remain motivated and deal with unresolved issues. Attitude is a key factor that will determine your ability to achieve your other life goals)

The statements below are provided as a guide. Write your own statement in your own words that reflect your personal goal in each specific area.

e.g.

a. Self-Awareness

I am an individual who is self-aware and growing and exploiting my strengths to their fullest potential while constantly working on improving in my areas of weakness

b. Beliefs and Values

I usher others into God's presence through cultivating the fruits of the Holy Spirit in my daily life. I embody the values of Integrity, Courage, Honour and Love (what 3 to 4 values do you cultivate in your life) in all that I do. Refer to the Value List provided.

c. Emotional Intelligence

I am able to perceive, reason out and understand emotions in myself and others and am able to control and express my emotions in mature and socially acceptable ways.

d. Time Management

I understand the value of time and I make full use of my time and the time of those that I interact with. I am able to understand and adapt to the different seasons of life

e. Motivation

I choose focus on the things that I can get done rather than the things that I cannot do. I am energetic and motivated to be all that I can be and my presence motivates and encourages others to do the same too.

f. Resolving Issues

I am able to identify and resolve past issues that hinder my progress today and promptly identify and resolve conflicts that arise in my day to day living.

2.) PHYSICAL COMPETENCE

(This refers to effective physicality and maintenance of excellent health and appropriate fitness. Physical competence also includes how one incorporates rest and stress management into their daily lives. Lack of proper physical competence can make it difficult to achieve all the other life goals.)

e.g. I am a physically healthy individual and I am deliberate about cultivating optimum physical health through a proper diet, regular exercise, adequate rest and healthy stress management

3.) RELATIONAL COMPETENCE

(This refers to the ability to choose, maintain and develop functional and enjoyable relationships, and express unconditional love to at least one other person. Relational competence also relates to one's ability to manage and get the most out of all relational interactions)

e.g. I am able to cultivate and form healthy relationships. I add value to all the people that I interact with and I have a network of supportive, friends, relatives, business contacts, teachers and mentors that are working with me to achieve my vision and mission.

4.) VOCATIONAL COMPETENCE

(This refers to one's level of professional development and the achievement of Key Performance Indicators related to one's career goals and aspirations.)

e.g. I am partnering with God in growing in my vocation, maintaining high standards of professionalism and expertise as I constantly seek to improve. I am an accomplished speaker, businessman and I am at the top of my field in my profession I receive international recognition for my achievements.

Do you see a man diligent and skillful in his business? He will stand before kings; he will not stand before obscure men.

5.) MATERIAL & FINANCIAL COMPETENCE

(This is the ability to understand, obtain and enjoy the material aspects of the whole of life, above basic survival needs. This life goal should describe one's material and financial aspirations)

e.g. I am a good steward of all my resources I am able to raise and manage resources. I prioritize God's work and I use my privileged position to bless and support others in the community materially as the need arises.

6.) RECREATIONAL COMPETENCE

(This is the ability to recover, refresh, renew and enjoy one's whole self. This section should include one's recreational aspirations)

e.g. I have diverse and eclectic recreational interests which I pursue avidly. I am well-travelled (50 countries) and am developing my creative ability through photography, sports and outdoors activities.

7.) ENVIRONMENTAL COMPETENCE

(This refers to one's consistent actions to improve one's immediate environment.)

e.g. I am conscious about my environment and I am constantly working on making every space that I inhabit aesthetically pleasing and environmentally sound. I am also engaged in creating awareness on environmental issues and make environmentally friendly lifestyle choices and teach others to do the same.

8.) SPIRITUAL COMPETENCE

(This refers to aspirations related to one's personal walk with God.)

e.g. I have a growing ongoing relationship with God. I impact those around me with God's truth through my life and ministry. I am able to live out, translate and communicate biblical principles in a way that is relevant to the next generation.

PERSONAL DEVELOPMENT MATRIX

(This is the translation of the vision, mission and life goals into an action plan for the year. You can do this as a separate Excel document of you choose. Develop objectives related to each area of competence starting with those that need the most urgent attention. List about 2 or 3 objectives under each area of competence. These objectives can then be revised or replaced with others once they are achieved)

| | METRICS (This is an honest, accurate description of one's current state) | VISION (This is a description of one's desired state or aspiration) | EVIDENCE (This is evidence of the desired state in measurable/visible terms) | PLAN (These are activities that you intend to carry out in order to achieve your vision) | | | |
|-------------------|--|---|--|--|---|---|---|
| AREA | WHERE I AM NOW | WHERE I WILL BE | HOW WILL I KNOW | ACTIVITIES | RESOURCES (List everything that you need in order to achieve this goal) | TIMELINE (Indicate time in which this goal is to be achieved) | REWARDS (Describe something that you will do to reward yourself or a tangible benefit of achieving your goal) |
| ATTITUDE | <ul style="list-style-type: none"> Thinking small. Hesitant about trying new things and going for what I really want in life. Afraid of pain or failure | <ul style="list-style-type: none"> Thinking big. Confidently reaching out for what I want in all areas of my life knowing that God will sustain me | <ul style="list-style-type: none"> When I'm venturing out and doing great things in all areas of my life. | <ul style="list-style-type: none"> Researching and listing the things I want to do in the next 10 years and including them in my PDP Doing 5 things that I am afraid of doing in the first quarter of the year | <ul style="list-style-type: none"> Information Courage Partners Money Role models Mentors | <ul style="list-style-type: none"> First 3 months of the year 2021 | <ul style="list-style-type: none"> A holiday to somewhere I've always wanted to go but didn't think I could |
| PHYSICAL | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> |
| RELATIONAL | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> |

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|------------------------|---|---|---|---|---|---|---|
| VOCATIONAL | • | • | • | • | • | • | • |
| MATERIAL AND FINANCIAL | • | • | • | • | • | • | • |
| RECREATIONAL | • | • | • | • | • | • | • |
| ENVIRONMENTAL | • | • | • | • | • | • | • |
| SPIRITUAL | • | • | • | • | • | • | • |

PDP REVIEW

Short term goals can be reviewed on a monthly or quarterly process by asking the following questions

1. What worked?

2. What did not work?

3. What adjustments do I need to make to allow me to achieve the goal?

4. What additional resources or support do I need?
