

# ■ Professional Development Planning Sheet

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Empower • Transform • Achieve

## ■ Step 1: Define Your Development Vision

What does professional success look like for me over the next 90 days?

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## ■ Step 2: 30-Day Action Plan

Focus Area: \_\_\_\_\_

Goal(s): \_\_\_\_\_

Bold Action Step #1: \_\_\_\_\_

Bold Action Step #2: \_\_\_\_\_

Support I Need: \_\_\_\_\_

Check-in Date: \_\_\_\_\_

## ■ Step 3: 60-Day Action Plan

Focus Area: \_\_\_\_\_

Goal(s): \_\_\_\_\_

Bold Action Step #1: \_\_\_\_\_

Bold Action Step #2: \_\_\_\_\_

Support I Need: \_\_\_\_\_

Check-in Date: \_\_\_\_\_

## ■ Step 4: 90-Day Power Moves

Focus Area: \_\_\_\_\_

Goal(s): \_\_\_\_\_

Bold Action Step #1: \_\_\_\_\_

Bold Action Step #2: \_\_\_\_\_

Support I Need: \_\_\_\_\_

Celebration Plan: \_\_\_\_\_

## ■ Step 5: Accountability Check

Who will hold me accountable?

\_\_\_\_\_

How will I stay motivated when challenges arise?

\_\_\_\_\_

My personal affirmation for this journey:

"I am ready for the next bold step, and I trust myself to take it."

■ *You've Got This – Keep this sheet visible as a daily reminder of your commitment.*