

# Professional Development and Performance Planning Course

Professional Skills  
Kigali (Rwanda)  
08 - 12 Sep 2025

UK Training

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A close-up photograph of chess pieces on a checkered board. In the foreground, a large, ornate gold king piece stands prominently. To its left, a smaller silver pawn is visible. Further back, another silver pawn is positioned. The background features concentric circles, creating a sense of depth and focus on the king piece.

## Professional Development and Performance Planning Course

**Ref:** 3224\_137372 **Date:** 08 - 12 Sep 2025 **Location:** Kigali (Rwanda) **Fees:** 3300 **Euro**

### Course Description

This comprehensive 5-day course equips participants with essential skills for professional development and performance planning. Learn to set meaningful goals, create effective action plans, and drive career growth. Gain insights into aligning personal objectives with organizational needs and mastering the art of continuous improvement.

### Learning Objectives

- Develop a strategic approach to professional development
- Create SMART goals aligned with career aspirations
- Design effective performance improvement plans
- Implement strategies for continuous learning and growth
- Align personal development with organizational objectives
- Enhance leadership and mentoring skills

### Course Modules

#### Day 1: Foundations of Professional Development

- Understanding the importance of professional development
- Conducting a comprehensive self-assessment
- Identifying career goals and aspirations
- Aligning personal growth with organizational needs

#### Day 2: Goal Setting and Action Planning

- Creating SMART professional development goals
- Developing actionable career advancement strategies
- Prioritizing development areas
- Crafting a personalized professional development plan

#### Day 3: Performance Planning and Management

- Understanding performance management principles
- Setting performance objectives and KPIs
- Designing effective performance improvement plans
- Conducting productive performance reviews

A graphic of a chessboard with several chess pieces (king, queen, rook, knight, and pawns) in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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## **Day 4: Continuous Learning and Skill Development**

- Identifying critical skills for career advancement
- Exploring learning opportunities and resources
- Developing a continuous learning mindset
- Leveraging mentorship and coaching relationships

## **Day 5: Leadership Development and Career Advancement**

- Enhancing leadership and management skills
- Building a professional network
- Navigating career transitions and promotions
- Creating a long-term career advancement strategy

## **Practical Wins for Participants**

- A personalized professional development plan
- Improved goal-setting and action planning skills
- Enhanced ability to align personal growth with organizational needs
- Strategies for continuous learning and career advancement

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