### Museums Association



### CPD Plan

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| --- | --- |
|  | This is my original plan |
|  |  |
|  | This is a revised plan |
|  | This is my future plan |

|  |  |  |
| --- | --- | --- |
| Covering Period | From | To |
| Name | | |
| Membership Number | | |

Please tick to confirm that:

|  |  |
| --- | --- |
|  | This plan is current and runs 2 years into the future |
|  | This plan has 4 – 5 goals |
|  | Your goals reflect how you want to develop as a professional and not your job tasks |
|  | Your activities have realistic timescales |
|  | Your mentor has sent us an email to confirm they have discussed this CPD plan with you |

Please email completed form to [cpd@museumsassociation.org](mailto:cpd@museumsassociation.org)

**Please Note**: Your plan must be accompanied by an email from your mentor stating that they have read and discussed it with you

For more information please contact the Professional Development, Museums Association, 42 Clerkenwell Close, London EC1R 0AZ T: 020 7566 7860

CPD Plan

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| --- | --- | --- |
| **A – Current role and future aspirations**  Summarise the key areas of your current role  \*  \*  \*  State your long-term career aspirations.  \*  \*  \* | | |
|  | | |
| **B – CPD Goals**  Set out the 4 or 5 significant steps you are going to take over the next 2 years that will bring you closer to your career aspirations | **C – Development Needs**  What specific skills, knowledge and experience do you **need** to develop in order to achieve each goal? | **D - CPD Activities**  What are you actually going to do, to fulfil each need? Activities should be SMART |
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