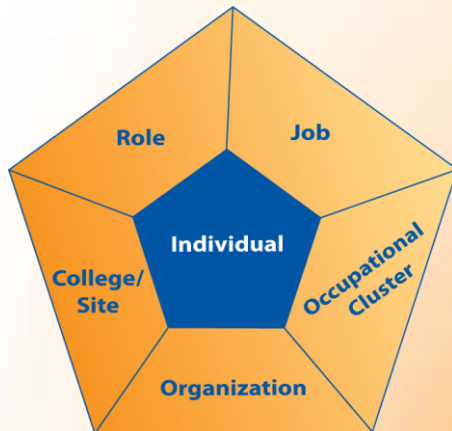


Name: _____

Maricopa Community Colleges Self-Leadership Development Plan



Self-Leadership Development Plan			
Course #	Category/ Courses	Hours	Date
	Building Collaborative Relationships		
000023	7 Habits of Highly Effective People®	24.0	
000040	Advanced Applications: 7 Habits of Highly Effective People®	8.0	
	Producing		
000442	FOCUS: Achieving Your Highest Priorities™	8.0	
	Personal Credibility		
001132	Inspiring Trust™	4.0	
Total Hours		44	

Self-Leadership, as evidenced by the Maricopa Professional Development plan competency model, helps develop habits that will assist one in achieving their full potential for both an individual and organizational benefit. Completion of this plan will develop and/or enhance employees' skills as follows:

- Improve focus, communication, and balance for oneself and Maricopa
- Develop professional relationships for productive collaboration with students, staff, and faculty
- Enhance the importance of responsibility, accountability, and commitment
- Develop skills for increasing productivity by staying focused on the "right" things
- Reduce conflict by understanding exactly what one can influence

This document is a tool to help plan and track progress towards developing the desired individual competencies. Employees are encouraged to work with their supervisor to identify the best time to complete the training. This document is available online at www.maricopa.edu/eod

Registration for the courses can be completed online at my.maricopa.edu/employees. Course descriptions, course schedules and a transcript of courses completed are also available at this site.

Please send questions to employee.development@domail.maricopa.edu or call 480.731.8209.



**Employee & Organizational
Development**
Division of Human Resources