

Name: Ionela Laura
Enache

Personal Development **Plan**

Objective:	Success Criteria:	Activity:	Resources:	Priority:	Start Date:	End Date:
to become a leader / practice manager for dental company		training and supervising administrative staff such as medical secretaries and receptionists. Organizing duty rota for medical and administrative staff. Setting goals and ensuring the practice achieves its financial objectives.	BA Degree of management, courses, training, University of Wales Trinity Saint David	Organization Confidence Always learning	08/08/2024	08/08/2025
Complete a BA leadership and management	Successful completion will be measured by the completion of the course	Assignments requested to pass the course	Cardiff university	Study, Reviewing, practice	05/09/2022	10/07/2024
To improve my abilities and qualities in formulating directions for colleagues.		Complete the leadership development program	Online courses Management Skills Course	Formal and informal appraisal task to succeed	07/03/2023	07/03/2024
To widen my understanding of leadership	Attend meetings of more experienced leaders to observe and learn from them.	Study and read books about leadership and management	Management Training Courses for the Education Sector	Ensure I have attended to all available meetings	04/09/2022	04/09/2023

Review Date:05/01/2025

Signature: aste

Career development is the process of deciding on a professional life, perfecting my skills, and progressing across a career trajectory. It is a lifelong process of study and decision-making that brings me closer to my ideal job and lifestyle. Establishing career allows me to identify my strengths and weaknesses and strive to enhance my skills. I can advance my career as a leader and learn and achieve my full potential. I supported me through my pursuit of the ideal role, acknowledged my talent, and took the time to get to know myself. I've learned that it's important to try to adapt to responsibilities that aren't naturally suited to me. Must learn to know myself and become aware of what gives energy and what drains it.

My personal development plan will assist me in achieving my professional goals by requiring me to set wide range of skills, interests, and values to succeed as a practise manager for a dental company. This continuous process of identifying, measuring, and developing as individual and team achievement, as well as aligning performance, will necessitate a strong emphasis on the importance of ongoing personal growth and the main objective of employment prospects.



I would like to set more goals for my career development at work and in my university courses in order to establish a long-term, future-proof, and capable of adapting method for career management. The

university course motivates me and develops my skills and success in becoming a practise manager and completing degree.

I will focus on my learning to develop my strengths and weaknesses regarding business management which provides a systematic approach for developing a measurable plan catered to individual project manger's maturing communication soft skill areas.

I have all the resources I need to make my goals attainable and measurable.

As previously stated, becoming a member of the management team for which, I work necessitates additional education or experience. In the future, I may require additional qualifications and training in order to become a principal in a large corporation, complete my university degree, obtain a higher academic level, improve my skills, and gain knowledge and experience in my professional life.

My analytical and conceptual abilities are also strong, as I can observe, effectively communicate, and deal with difficult issues while working under pressure efficiently. I clearly know how quickly the company world of today changes (Nevarez et al., 2015). That is why I am attempting to be as adaptable as potential at task. As a head dental nurse, I except for whichever changes come their way and base my leadership decisions on people. According to Northouse (2015), the design process in the environment of leadership entails developing a mission for the company and bringing that idea to life through attainable goals.

References:

Nevarez, C., Wood, L. and Penrose, R. (2015) *Leadership Theory and the Community College: Applying Theory to Practice*, Sterling: Stylus Publishing.

Northouse, P. (2015) *Leadership: Theory and Practice*, New York: SAGE.