

My Development at Fairview

Becoming Better Every Day

About this Resource

Create your own plan for development! This resource provides an overview of what development is, why it is important, strategies, and opportunities.

At the end of this handout you will find a space for you to create your own development action plan (located on [page 5](#) of this handout).

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Why is Development Important?

Developing our people drives a healthier future. When we focus on **Becoming Better Every Day**, we enhance our skills, create better experiences, and reach our highest potential.

Two Fairview Commitments are key to becoming better every day:

- **Commit to Development:** I challenge myself and support others to continuously learn, apply knowledge, and develop personally and professionally.
- **Engage and Inspire:** I see how my purpose connects to the vision and values of the organization and apply my skillsets to take action and inspire others.

What is Development?

Development is about pursuing training and learning opportunities to improve skills, knowledge, and behaviors.

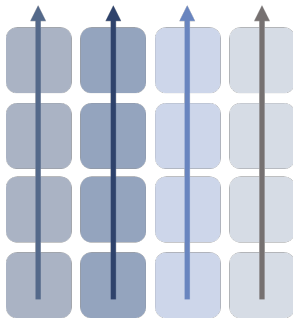
✓ Development is...	⊗ Development is not...
✓ Growth Mindset: when we continue to learn and grow throughout our life.	⊗ Fixed Mindset
✓ Empowering: when we find meaning and passion when taking on new challenges or learning something new.	⊗ Punishment
✓ Proactive: when we pursue opportunities to grow in the ways we want to become better.	⊗ Reactive
✓ Purposeful: when we ground our development in personal reflection and reflects our goals and career path.	⊗ Random

Development Strategies – Ladder vs. Lattice

There is no single right way to develop. Your development journey is personal to you and depends on your goals and your individual career path. Here are two examples:

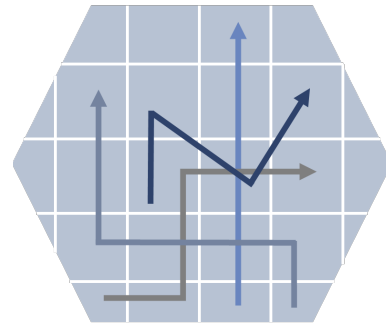
Ladder

Vertical approach to development. Focus is placed on becoming an expert in your chosen field, building upon existing experience with knowledge continuing to grow and deepen over time.



Lattice

A horizontal, vertical, and/or diagonal approach to development. Focus is placed on broadening your knowledge and gaining cross-functional skills.



Our Development Approach – 70/20/10 Model

The 70/20/10 model is a proportional breakdown of how people learn effectively. It asserts that individuals obtain 70% of their knowledge from job-related experiences, 20% from interactions with others, and 10% from formal educational events. This model is intended to be a general guideline for organizations seeking to maximize the effectiveness of their learning, and development programs through other activities and inputs.



70% Experiential Learning

The learning that happens every day when you do your job, through new and challenging **experiences**.

Examples:

- Stretch Assignments
- Special Projects
- Job Rotation
- Onboard a New Employee

20% Social Learning

The learning you experience when you **interact and collaborate** with others.

- ✓ Job Shadowing
- ✓ Mentoring
- ✓ Collaborative Projects
- ✓ Informational Interviews

10% Formal Learning

The **structured learning** that happens in a more formal educational setting.

- ✓ Attending a Webinar
- ✓ Take an eLearning Course
- ✓ Continuing Education
- ✓ Presenting at a Conference

Roles and Responsibilities

Individual

You own your development! This means you should be identifying where you want to develop, how you want to develop, and finding development opportunities. You are in control of your development.

Leader

A leader's role is about prompting, guiding, reflecting, exploring ideas, activating enthusiasm, and driving action. A leader's role centers around talking and supporting rather than doing the heavy lifting.

Organization

The organization's role is to create and provide a culture of learning and knowledge sharing across the organization. This includes providing the structure and resources necessary to support employee development.

Resources and Support

There are many development opportunities available to you as a Fairview Employee. Below is a general list of opportunities provided by our organization. If you would like to see specific example development opportunities based on your function, review the following: [Handout – Example Development Opportunities](#).

Resources Provided by Organizational Development and Learning (OD&L)

On-Demand Learning

Library of on-demand courses developed by the online education vendor Open Sesame. Courses are available to all M Health Fairview employees. Topics include but are not limited to communication and listening, change management, building relationships and collaboration, and resiliency and stress management.

Learn more about these courses by visiting the [On-Demand Learning](#) webpage.

Live Webinars

Live webinars are offered throughout the year and are taught by OD&L consultants. Topics include Build Your Cultural Intelligence, Understanding Implicit Bias, Caring Conversations (two session series).

Learn more about these courses by visiting the [Development Webinars](#) webpage.

Resources and Tools

Explore our vast resources and tools such as one-point lessons, workbooks, and articles on topics such as Diversity, Equity and Inclusion, change support, performance management and Fairview Commitments.

Explore resources and tools by visiting the [OD&L](#) website.

Organizational Resources

Internal Career Opportunities and Resources

Boost your skills, improve your marketability, and broaden your perspective with help from Fairview. Search for available positions within Fairview and explore career tips and tools by going to the [Fairview Job Opportunities](#) page.

Educational and Training Opportunities

Continuous learning is critical to us individually and to our collective success in achieving Fairview's vision. Whether you're learning to stay up to date in your current field of practice or developing new skills to support your career aspirations, several educational opportunities are available to you. Learn more about scholarships and sponsorships, tuition reimbursement, onsite learning, and continuing education opportunities by visiting the [Educational and Training Opportunities](#) page.

Learning Management System (LMS)

Education is key to your professional development. Our Learning Management System (LMS) provides access to learning opportunities of all kinds via classroom or eLearning by self-enrollment or manager assignment. There are no fees for the learning programs available in the LMS, and all learning completion is recorded within the system. Learn more by visiting the [Learning Management System Resources and Classes](#) page.

Nursing Continuing Professional Development Opportunities - The System Practice and Clinical Education team offers a variety of nursing continuing professional development activities. Learn more by visiting the [Nursing Professional Development](#) page regarding Certification Programs, Continuing Academic Education Benefits, Clinically Focused Classes, Live Virtual Series, Charge Nurse Development, and more!

Development Action Plan

Directions

Use the questions below and the action plan on the following page to map out your professional development plan. This tool is meant to provide you with structure and guidance for identifying and tracking professional development goals and activities. While using this resource, we encourage you to connect with your leader and identify resources Fairview has to offer.

Questions to consider as you build your Development Action Plan

Reflect on Development and Identify Development Goals

Identify **what** you want to develop.

Ask yourself: What skills, knowledge, or behaviors do you want to enhance? What are your professional goals? What is important to you?

Connect Your Development to Purpose

Reflect on **why** you want to develop.

Ask yourself: How will my development benefit me, my team, the organization, and ultimately our patients and customers? Why do you want to focus on this skill, knowledge, and/or behavior?

Identify Actions

Start to identify actions or steps you want to take to meet your goals.

Ask yourself: What specific actions do I need to take to achieve my goals? How can I enhance my skills, knowledge, and behaviors?

Connect with Your Leader

Meet with your leader and discuss your development and get their input and feedback.

Ask your leader: What resources and tools can you point me to that will help me achieve my goals?

Track and Measure Your Progress

Decide how often you will check-in with your leader and what you will measure.

Ask yourself: What does success look like? What is my timeframe for achieving this goal?

My Development Action Plan

Name:
Title:

Leader:
Date:

Approach	Development Goal	Purpose	Actions to Take	Resources	Support	Timeframe
70/20/10 model	Where do you want to get better? What knowledge, skills, or behaviors do you want to enhance?	Why do you want to develop? How does this benefit to you, your team, the organization, and patients?	What actions do you need to take to achieve your goal?	What resources do you need to be successful?	What support do you need and who will provide you guidance?	What is the timeframe for achieving your goal?
70% Experiential Learning						
20% Social Learning						
10% Formal Learning						

Want to use this action plan as a word document? Download the following resource: [My Development Action Plan](#)