# Officer Development Plan Template

*For each topic listed, put a checkmark to indicate which officers should be trained on it.*

| **Type of Opportunity and Topics** | **All  Officers** | **PC/PB Officers** | **Committee Officers** | **Individuals (Names)** | **Strategies/Methods** | **Timeline/ Responsibility** |
| --- | --- | --- | --- | --- | --- | --- |
| **Orientation Session(s)** |  |  |  |  |  |  |
| *[List topics, with separate lines for separate sessions]* |  |  |  |  |  |  |
| **Training Sessions** |  |  |  |  |  |  |
| *[List topics, with separate lines for separate sessions]* |  |  |  |  |  |  |
| **Individual Development** | N/A | N/A | N/A |  |  |  |
| *[List topics, with separate lines for separate sessions]* | N/A | N/A | N/A |  |  |  |
| **Other Opportunities** |  |  |  |  |  |  |
| *[List topics, with separate lines for separate sessions]* |  |  |  |  |  |  |