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| Rover Personal Development Plan 2011-12Name: Brandon Ma Date : October 15, 2011(reviewed February 2012) | |
| What’s on my plate?  * Work at KPMG. Senior manager. Over 20 clients. * President of the Rover Crew. | * Family, girlfriend, friends. |
| Relevant Discussion & Insights with my Mentor  * Marathon not a sprint. I tend to sprint and then go invisible and then sprint again. * Need to be visible. Can't go into hiding. * Focus and discipline. * Have a plan and act on it. Plans can change. * Being comfortable in your own skin. | * Don't keep looking for "the grass is greener on the other side." * Earn your pay grade. Do the right things. * Focus on improving interpersonal skill and managing effective teams. |
| My S.M.A.R.T. Objectives **Personal**  Goals   * Continually strengthen personal relationships with family, girlfriend, and friends. * Improve health and well-being.   Objectives   * Exercise for at least 30 min twice a week. * Have 7.5 hours of sleep on most nights (I.e. at least 5 nights of the week), no less than 5.5 hours on any work nights, and no more than 8.5 hours on any given night. * Make plans in advance (by at least one week) for time with family, girlfriend, and friends.   **Work**  Goal   * Attain an SP+ rating at work. [FYI - Ratings are SP (meets expectation), SP+ (exceeds expectations a lot of the time) and EP (consistently exceeds expectations)].   Objectives   * Arrive at the office 30 minutes earlier than the office opens every day (i.e. 8am as office opens at 8:30am). * Proactively seek out and attend two networking opportunities by December 31, 2011. * Plan out each day in advance and complete planned items. Be realistic in the plan.   **Scouts**  Goal   * Exceed KPIs set for the Rover Crew.   Objectives   * Make at least one phone call every day to a person in the Rover Crew. Talk to each department head at least once a week. Talk to John at least twice a week. * Clear email inbox at least every two days and address all items. * Conduct quarterly reviews of Rover Crew business plan on a timely basis within 15 days of quarter-end. * Create a balance scorecard for the Rover Crew by November 23, 2011. | |
| Signatures 2011-10-15  Mentee Mentor | |

