

## ***Exploring the Manager Career Path Managerial Summary***

Candidate's Name:

Territory:

Manager:

Secondary Manager's E-mail Address:

### **Instructions:**

Please complete this summary of the candidate's progress in completing StepUP - Phase 1 and forward to your ABD along with the Candidate's Statement of Interest

### **Career Interests:**

Please describe this candidate's career path interests.

### **Strengths:**

Based on your observations, what are this candidate's top 2 strengths and why?

Strength #1

Why and Example

Strength #2

Why and Example

### **Areas for Development:**

Based on your observations, what 2 skills or behaviors should this candidate enhance and why?

Skill or Behavior #1

Why?

Skill or Development #2

Why?

### **Development Activities & Experiences:**

Please list and describe the development experiences this candidate has completed to prepare for a potential Manager career path.

### **Leadership:**

How has this candidate demonstrated leadership in their current position?

**Coaching / Mentoring:**

How has this candidate demonstrated coaching or mentoring skills in their current position?

**Additional Considerations:**

What other experiences or information demonstrate this candidate's interest in a potential Manager career path?

**Additional Comments:**

You may use the additional space provided, if necessary.

Completion of this summary does not change the at-will nature of the employment relationship between employees and the organization, nor does it guarantee selection for future promotion. This document is intended only for use in devising strategies and training plans to build new skills and capabilities. It will not be used as selection criteria for promotion, nor will it disqualify anyone from consideration for any position.

Upon submission of this form, a copy will be e-mailed to you, your manager and the HR department.

- I certify that (Participant's Name) has completed STEPUP Phase 1, Steps 1 through 5.