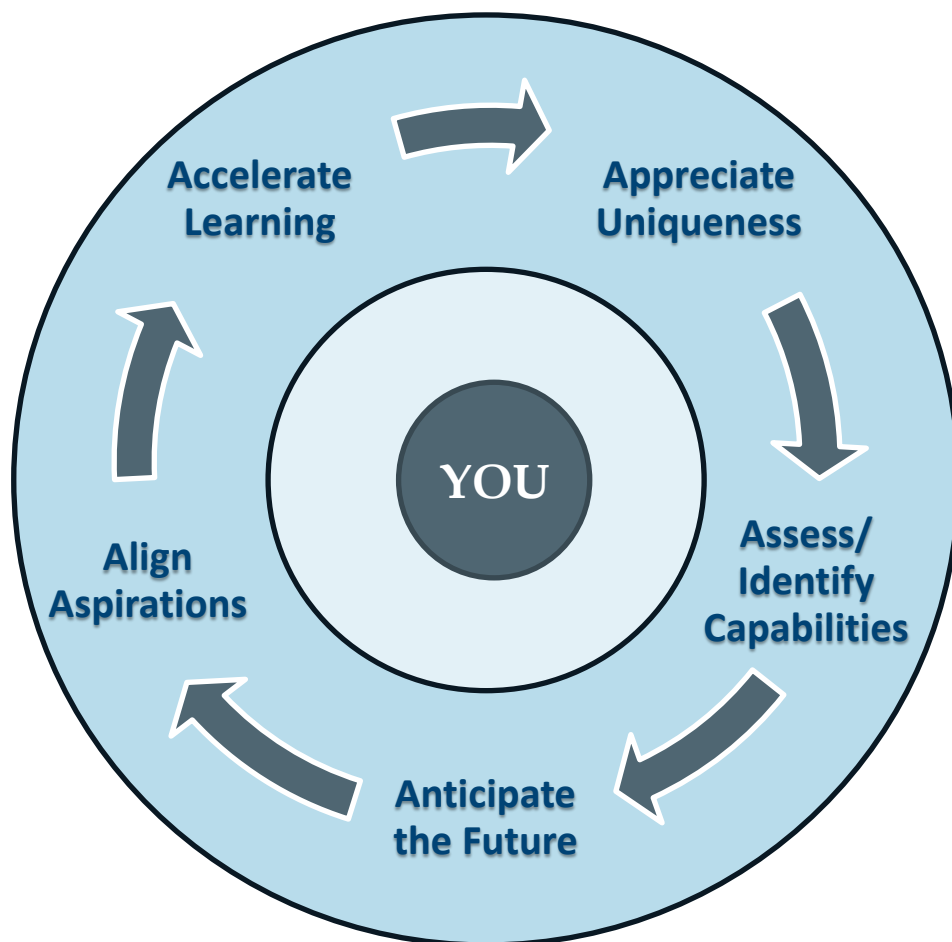## The 5 A's Framework for Identifying Development Needs and Opportunities

There are five critical areas to consider when identifying your development needs and opportunities. They are the five A's: *Appreciate, Assess, Anticipate, Align and Accelerate* as follows:

1. **Appreciate uniqueness** – recognise your unique talents, skills, abilities, personality traits, passion and accomplishments to tailor your development choices.

2. **Assess capabilities** –identify your current capabilities, your capacity to build your reputation, and your ability to achieve individual success as well as team success.

3. **Anticipate the future** –consider and anticipate future trends in your industry, organisation and profession and how these trends will affect your learning and future career choices.

4. **Align aspirations** – ensure that you see how your aspirations, talents, goals and passion are in "sync" with the goals and direction of the University.

5. **Accelerate learning** – connect to mentors, projects and learning opportunities to help achieve your objectives and support the University's future directions.

Source: Mastery Works Inc.

5A's Preparation Questions

Appreciate Uniqueness	• What do people say I do best? • What aspects of my role most interest/excite me? • When I have had a really good day at work, what have I been doing? What strengths have I been drawing on?
Assess / Identify Capabilities	• What do I see as the critical capabilities in my role? How do I see myself in relation to these? What feedback am I receiving? • What do I see as my current strengths? How am I using these? How could I draw on them more? • Where do I see my development focus? What steps would I like to take to improve in these areas/aspects? • What individuals/books/events have most impacted me and why? • In what ways will I develop the capabilities needed in my area/role for the future? • What profile do I want to continue to build? How does this fit with the University's priorities?
Anticipate the Future	• What changes are affecting my work and what opportunities does this present? • What are the trends in my area and how might they affect my future practice/work? • What knowledge do I think I will need for the future? • What changes could I make to my work that would satisfy me more? • What might I need to stop doing and how might I go about doing this? • What new challenges will help me grow? *Academic Staff specific* • What new developments do I need to take into account in my course development? • How will I encompass these into my teaching over the next year? • In what ways would I like to see myself contributing to this new area?
Align Aspirations	• What is the long term vision for my career? • What do I see as the next logical step for my career? • What is working towards me achieving that next step? • What doubts do I have that I may be able to reach the next step? • What are my educational goals? • How do I best like to learn? How can my potential best be developed? • What tasks/work would I like to be involved in to increase my know-how? • How will I go about implementing my professional development objectives? What is the most effective course of action for me? • Two-three years from now, where would I like to be? What do I need to achieve now to accomplish this? *Academic Staff specific* • What aspirations do I have regarding promotion? • How can I best position myself to achieve these? • How do I view the balance between my commitments in research/teaching/administration and community engagement? • How does this balance align with my promotional aspirations? • Where do I think I can best focus in the coming year? • How does that focus fit with the School/Faculty priorities?

Accelerate Learning	• In what ways will I develop the capabilities needed in my role/needed for the future/needed to achieve my promotional or career aspirations? • What learning methods and opportunities most interest and enable me? • Who could be a valuable mentor for me? • What professional networks do I have in place and how I am working with these? • How can I get the support I need? • What is currently in place that will enable the next step for me? *Academic Staff specific* • Where am I aiming to publish my research? Which journals am I planning to target? • In what other ways do I think I could usefully gain recognition for my research contribution?

Source: Corporate Leadership Council (adapted)