

**INDIVIDUAL PLAN**

*“Enabling transformation and change through trained educators and youth workers and inclusive workplace environments by creating an innovative methodology and resources for the development of life skills and employability competences in young adults with learning disabilities and difficulties, while supporting their transition into inclusive workplaces.”*

Dear mentees,

This is your individual plan to help you get an idea of your work objectives and your aims. At the end of this plan, we provided an example of a completed individual plan. Have a look at it before completing your own.   
Now, take a moment to think about your situation right now and what you want to achieve in the future: the goals you set with your mentor, what made your work easier, the challenges or obstacles you face, and fill in the table based on your experience.  
This will help you understand where your strengths and weaknesses are, and to improve your communication at work.

**INDIVIDUAL PLAN AND PROGRAMME**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **SELF PERCEPTION (Describe yourself)** | | | |
| --- | --- | --- | --- |
| DESCRIPTION OF SITUATION  (what?) | PAST EXPERIENCE  (why?) | METHODS and STRATEGIES  (how?) | MAIN ACTORS  (who?) |
|  |  |  |  |
| TIME FRAME  (when?) |
|  |
| **EMOTIONS (How do you feel in certain situations?)** | | | |
| DESCRIPTION OF SITUATION  (what?) | PAST EXPERIENCE  (why?) | METHODS and STRATEGIES  (how?) | MAIN ACTORS  (who?) |
|  |  |  |  |
| TIME FRAME  (when?) |
|  |
| **INTERPERSONAL RELATIONSHIPS (The people around you)** | | | |
| DESCRIPTION OF SITUATION  (what?) | PAST EXPERIENCE  (why?) | METHODS and STRATEGIES  (how?) | MAIN ACTORS  (who?) |
|  |  |  |  |
| TIME FRAME  (when?) |
|  |
| **INDEPENDENCE (What can you do alone?)** | | | |
| DESCRIPTION OF SITUATION  (what?) | PAST EXPERIENCE  (why?) | METHODS and STRATEGIES  (How?) | MAIN ACTORS  (who?) |
|  |  |  |  |
| TIME FRAME  (when?) |
|  |
| **WORK (What skills do you have?)** | | | |
| DESCRIPTION OF SKILL  (what?) | PAST EXPERIENCE  (why?) | METHODS and STRATEGIES  (How?) | MAIN ACTORS  (who?) |
|  |  |  |  |
| TIME FRAME  (when?) |
|  |

DATE:

AUTHOR: