

## Developing people

One of the most important responsibilities of any manager is to develop the skills and capabilities of the people around you. The success of your team and the entire organisation can depend on individual employees being able to realise their full potential. Personal development is about gaining knowledge, learning new skills and behaviours – and applying all this in the workplace. As a manager, it is your job to create the environment within which this development can take place.

### Description

This topic is designed to help you understand your role in developing the individuals in your team. You will be introduced to the 3 core components of the development process – assessing an individual's development needs, identifying opportunities for development and then supporting the individual through that development process. You'll be encouraged to think about how you can create development opportunities for your team and make the most of those which already exist. Attention will also be paid to how you can apply coaching and feedback skills to contribute to a team member's successful development.

### What does it involve?

This topic consists of a series of online tutorials, lasting approximately 80 minutes in total, which will take you through the sequence of assessing, planning and supporting an individual's development needs.

The final of these activities will present you with a series of employee development scenarios, within which you will be asked to apply what you've learned in the previous activities.

### What's the outcome?

Being more proactive in the development of your team will allow individuals to realise their full potential. In turn, this makes the Civil Service as a whole more likely to achieve its objectives. By doing this, you will also help to retain talented individuals. Along the way, you will have created a productive and creative environment within which people can work together, coming up with ideas for solving problems and doing things better.

## Learning activities



Online  
resources



Online  
tutorial

**Estimated learning time:**  
1 hour 30 minutes

### How to book

[learn.civilservice.gov.uk](https://learn.civilservice.gov.uk)

**0203 640 7985**  
[support@governmentcampus.co.uk](mailto:support@governmentcampus.co.uk)

**Price:** Free