

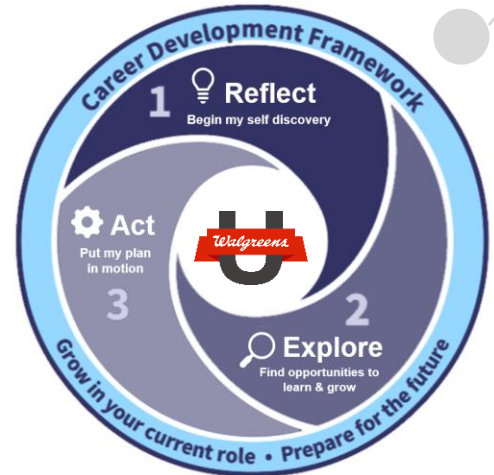
What is Career Development?

Career development is an ongoing, lifelong process of enhancing your skills and gaining experiences to grow your career.

Career Development at Walgreens

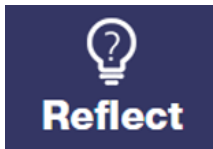
This guide provides you with a glimpse of the career development tools we provide to our team members. It's also a great place for you to begin your own career development journey.

To help take the mystery out of career development, we've organized our tools and resources around this simple, flexible three phase approach.



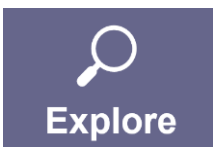
What Happens During Each Phase?

Check the key activities below....



Career Development is a Personal Journey

- Reflect on your strengths, accomplishment, interests, and career aspirations.
- Identify the development areas you should focus on to help you achieve your career goals.



Opportunities to Grow are Everywhere

Look for development activities that interest you and can help you grow. Don't stop with traditional activities like taking a class or reading a book. Also consider how you can leverage others in your development and gain experiences that will build your skills.



You Make It Happen

- Create an Individual Development Plan to map out actions and activities to accelerate your development and achieve your career aspirations.
- Take action on the plan you've created for yourself.

Have a few minutes? Begin your career development journey now.





Reflect on Your Strengths & Interests

What would you describe as your biggest strength? What would others describe as your biggest strength?

Over the course of your career, what kind of work have you found most rewarding? Why?

What type of work would you like to do more frequently in the future? Less frequently?

What does “success” mean to you? What do you need to accomplish to consider yourself “successful”?

Look to the Future

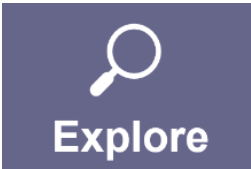
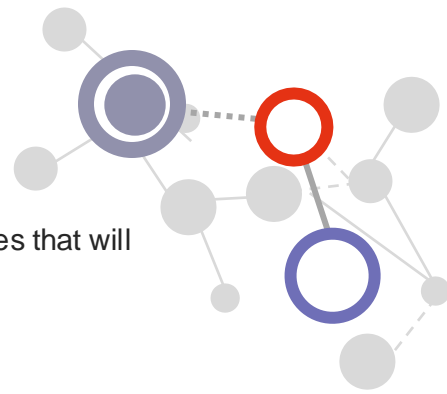
What are your short-term and long-term career aspirations?

How well do your aspirations align to your interests and strengths?

What skills or knowledge do you need to acquire to achieve your career aspirations?



Reflect



Once you've reflected on your interests, aspirations, strengths and development priorities, its time to begin exploring the development activities that will help you grow.

70-20-10 Development Approach

Approximately 70% of your development should come from experiences (activities that you will do on the job.) Experiences have three times more impact on your performance compared to formal training programs. Approximately 20% of activities should be exposures, or learning from others, and 10% should come from education, or formal learning.

70%

Experiences

Learning that comes from activities you do on that job

Examples

- Action learning & problem solving
- Job rotations and job shadowing
- Self directed learning
- Projects & Special Assignments
- Teaching, coaching, mentoring others

20%

Exposures

Learning from others

Examples

- Communities of Practice
- Subject matter networks
- Coaching
- Mentoring
- Feedback

10%

Education

Formal learning

Examples

- Workshops
- Webinars
- eLearning
- Mobile Learning
- Online Learning

As you explore development opportunities, use this space to note activities that will help you grow the skills and knowledge you need to achieve your career goals.

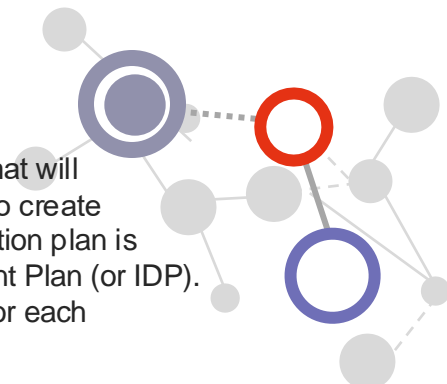
Experiences (How can I practice this on-the-job?)	Exposures (How can I learn from others?)	Education (What classes, books, etc. will help me?)





Act

After you've identified the development activities that will help you achieve your career goals, you're ready to create a formal action plan for your development. This action plan is commonly referred to as an Individual Development Plan (or IDP). Use the space below to draft a step-by-step plan for each development area you've identified for yourself.



Important: You may have more or less than five actions/activities for each skill you're looking to grow. Don't feel like you need to fill in every blank below.

Development Area / Skill to Grow: _____

Actions & Activities to Achieve this Goal	Type (Experience / Exposure / Education)	End Date

Development Area / Skill to Grow: _____

Actions & Activities to Achieve this Goal	Type (Experience / Exposure / Education)	End Date

Career development is an ongoing journey. As you take action on the steps above, be sure to reflect on what you've learned and continue to refine your plan. Remember, this is your journey and you're in the driver's seat. Walgreens has something for everyone who wants to build a successful career. Visit our job search to find out more.

The future depends on what you do today. - Mahatma Gandhi