

90-DAY DEVELOPMENT PLAN

Choose What to Build

*Turn one capability gap into deliberate development.**You don't need to fix everything at once. Use your Self-Assessment and Four-Area Capability Map to identify one capability that would make the biggest difference in your current or next MSP program manager role.*

SECTION 01

MY DEVELOPMENT PRIORITY

The capability I am going to develop:

PRIMARY AREA

- ☐ Business Management
- ☐ Internal Business Process
- ☐ Customer & Business Relationship Management
- ☐ Learning & Growth

THE GAP IS PRIMARILY IN

- ☐ Knowledge — *What I need to know*
- ☐ Skills — *What I need to be able to do*
- ☐ Behaviors — *What I need to do consistently*
- ☐ Experience — *What I need to have navigated*

WHY THIS ONE?

What is happening today because this capability is underdeveloped?

What would I be able to do differently if I developed it?

Where will this capability matter most?

- ☐ Current account ☐ Customer relationship ☐ Internal leadership
- ☐ New opportunity / transition ☐ Next role ☒ Other: _____

DEFINE SUCCESS

90 days from now, what will I be able to DO that I cannot consistently do today?

Write an observable outcome — not 'understand better,' 'learn more,' or 'become stronger at.' Name what you will be able to do, with whom, in what kind of situation.

BUILD IT THROUGH REAL WORK

Build the Capability

Development happens when learning gets applied to real work.

DAYS 1–30

LEARN + OBSERVE

What do I need to understand?

Who already does this well that I can observe or learn from?

What resource, conversation, example, or experience will help me?

Where can I begin applying it immediately?

EVIDENCE I EXPECT TO HAVE BY DAY 30:

DAYS 31–60

APPLY + GET FEEDBACK

What real situation will I use to practice this capability?

What will I do that I would not have done before?

Who can observe the result or give me useful feedback?

What feedback will I specifically ask for?

EVIDENCE I EXPECT TO HAVE BY DAY 60:

DAYS 61–90

OWN + REPEAT

Where will I apply this capability independently?

What behavior needs to become repeatable rather than occasional?

How will I know I can draw on this capability when needed?

What is the clearest sign that this is now part of how I operate?

EVIDENCE I EXPECT TO HAVE BY DAY 90:

TRACK THE DEVELOPMENT

90-Day Development Tracker

MY TARGET

 Capability: _____ Area: _____ Dimension: ☐ K ☐ S ☐ B ☐ E

90-Day Outcome: _____

CHECKPOINT TRACKER

Checkpoint	What I did	What happened	What I learned / need to adjust
Day 15	_____	_____	_____
Day 30	_____	_____	_____
Day 45	_____	_____	_____
Day 60	_____	_____	_____
Day 75	_____	_____	_____
Day 90	_____	_____	_____

DAY 90 REVIEW

 What can I do now that I could not consistently do 90 days ago?

 What evidence demonstrates that?

 What changed in my Knowledge, Skills, Behaviors, or Experience?

 Who else would notice the difference?

WHAT'S NEXT?

 My next capability to develop:

 Why this one:

Development isn't accumulating information. It's becoming capable of doing something you couldn't reliably do before.

WHAT TO DO NEXT

Use the Tell → Show → Watch → Review Guide.

If your development requires a manager, mentor, peer, or subject-matter expert, use the guide to structure how this capability gets transferred and practiced.