HVWFD
INSTITUTE FOR HOME VISITING
- WORKFORCE DEVELOPMENT -
& Jackie Walorski Center for Evidence-Based Case Management

HRSA
Maternal & Child Health

FIRST AND LAST NAME:

DATE:



Professional Development Plan for Newer Home Visitors

Comprehensive, Integrated Professional Development Toolkit

This Professional Development Plan is a model-neutral tool that supports competency-based reflective practice, professional growth, and well-being in the home-visiting field. This Plan incorporates goal setting, training alignment, lived experience, wellness strategies, and supervisor input. This plan was designed for Home Visitors who have been in their roles for up to one year. It is intended to be completed collaboratively with a supervisor, coach, or mentor.

Completing a self-assessment tool prior to utilizing this Professional Development plan is incredibly beneficial. The Pre-Assessment from the Institute for the Advancement of Family Support Professionals offers a free tool to assess your current knowledge of content areas prioritized by the National Family Support Professional Competency Framework. Many programs already have self-assessment tools they utilize, which works as well.

Developing SMART goals in conjunction with this plan will help guide development and track growth. This tool can be incorporated into reflective supervision or coaching sessions and should be updated regularly and revisited quarterly or semi-annually. It can also be used to shape annual reviews, career advancement plans, and CEU tracking.

The goal of this tool is to be useful for the specific needs of individuals and their programs and was designed to be flexible. It can be used in its entirety or only the sections or questions that will be the most useful. It may also be beneficial to incorporate some of the questions from the Professional Development Plan for Experienced Home Visitors. Each program has unique needs and should feel empowered to integrate this tool in a way that best meets those needs.

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1. Lived Experience Reflection

What personal experiences influence your home visiting approach?

What personal experiences and principles guide your service to families?

2. Skills and Abilities as a Home Visitor

What are your top three professional skills?

How do you apply these skills in your work with families?

3. Learning Style & Language Preferences

☐ *Hands-on/Doing* ☐ *Reading* ☐ *Listening* ☐ *Watching*

☐ *In a group* ☐ *One-on-One*

Preferred Language: ☐ *English* ☐ *Spanish* ☐ *Other:* _____

What else should your supervisor or organization know about how you learn best?

4. Wellness & Burnout Reflection

What strategies or supports help you manage stress?

5. Career Development & Advancement

What knowledge, skills, or abilities do you hope to develop based on the results of self-assessments or feedback from peers and supervisors?

What training, mentorship, or opportunities would support you?

6. Summary & Supervisor Review

To be completed by home visitor:

My growth highlights this year:

Supports I need moving forward:

To be completed by supervisor:

Observations and Reflections from my supervisor or coach:

Next review/check-in scheduled for:

7. SMART Goal Progress Tracker

SMART goals are a structured framework for setting goals that are Specific, Measurable, Achievable, Relevant, and Time-bound. You can learn more about SMART goals in the implementation guide. Use this tracker to show progress. Revisit and update during supervision.

SMART Goal:

Start Date:
Projected End Date:

☐Completed
☐No longer a goal

Steps to Meet Goal	Start Date	Updates on Goal
1.		
2.		
3.		
4.		

SMART Goal:

Start Date:
Projected End Date:

☐Completed
☐No longer a goal

Steps to Meet Goal	Start Date	Updates on Goal
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