



FIRE RESCUE

ALBEMARLE COUNTY

STANDARD ADMINISTRATIVE POLICY

Subject:	Individual Development Plans
Reference Number:	SAP-DEP-023
Effective Date:	1 April 2005
Last Revision Date:	N/A

Signature of Approval:

J. Dan Eggleston, Chief

Purpose:

The purpose of this policy is to outline the use of Individual Development Plans for the Department of Fire Rescue.

Scope:

This policy applies to all Department of Fire Rescue personnel.

Policy:

The goal of an Individual Development Plan (IDP) is to identify individual developmental needs. Our department makes learning and development a priority and encourages every employee to take ownership of his/her career by engaging in the IDP with conviction and openness.

The philosophy toward career development includes both horizontal and vertical growth. The most valuable employees are those who have a breadth of experience in addition to specialized vertical skills.

It is the policy of the Department of Fire Rescue that all personnel complete an IDP as part of the annual evaluation process. The form/worksheet used for an IDP can be found under the forms section of Team Services.

Reference:

- Individual Development Plan Form