



## The Professional Development Toolbox: Unlocking Simple Truths (Paperback)

By Martin Klubeck

Createspace Independent Publishing Platform, United States, 2014. Paperback. Condition: New. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*. In The Professional Development Toolbox, you ll find everything you need to create meaningful professional development plans for anyone in your organization. The beauty of this practical handbook is that you can use it to develop staff, management, and leadership. Martin Klubeck masterfully covers a second mature behavior from Why Organizations Struggle So Hard to Improve So Little (Praeger 2009). After the success of Metrics: How to Improve Key Business Results (Apress 2011), he felt compelled to write this practical, hands-on guide to creating professional development aimed at helping you get better at what you do and your staff get better at what they do. Creating Professional Development Plans is an essential skill for anyone in Human Resources, Training and Development, Management, or Leadership positions. This book takes the reader through a simple process which includes developing a Master Task List, analyzing the tasks for required skill levels, assessing team members ability to perform the tasks, and scheduling training to span any identified gaps. Klubeck has simplified the use of this book by breaking apart the concepts and the...



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