

Acceleration Pool Applicant Profile²

Employee Information			
Name:			
Title:			
Job Classification:			
Length of Service:			
Time in Current Job:			
Current Supervisor:			
Career Goals			
1 to 3 Years:			
3 to 5 Years:			
Beyond 5 Years:			
Educational History			
Institution:	Degree:	Area of Study:	Years:
Institution:	Degree:	Area of Study:	Years:
Institution:	Degree:	Area of Study:	Years:
Special Skills/Expertise			
Languages:			
Technology:			
Professional Expertise:			
Other:			
Developmental Experiences - Past 3 Years			
Formal Training:	Competencies/Skills Developed:		
Special Assignments:	Competencies/Skills Developed:		
Other:	Competencies/Skills Developed:		

² Adapted from Byham, William C., Audrey B. Smith, Matthew J. Paese. 2002. *Grow Your Own Leaders. Acceleration Pools: A New Method of Succession Management*. Upper Saddle River, NJ: Prentice-Hall Inc.

Acceleration Pool Nomination Form¹

Nominee Name:
Nominated By:

Classification:
Date:

Leadership Area	Strength	Proficient	Developmental Need
Support of Agency Values	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Behaves Consistently with values	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Displays respect for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Is a good team player	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Identifies with management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership Promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Is motivated to lead	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Accepts leadership responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Mobilizes resources/people to action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Leads teams that have high morale	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Communicates clearly and effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Makes effective presentations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Demonstrates diplomacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Is trusted and respected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstration of Results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Shows positive team/unit results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Displays objective indicators of success	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Accomplishes major assignments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Developmental Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Has accurate self-insight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Is coachable; accepts feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Has history of learning from experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Quickly learns new tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Self-initiates development activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Acceleration Pool Nomination Summary

Name	Support of Agency Values	Leadership Promise	Interpersonal Skills	Demonstration of Results	Developmental Orientation
Applicant A	S	S	S	P	S
Applicant B	S	S	P	P	S
Applicant C	P	P	S	S	P
Applicant D	P	S	P	S	P
Applicant E	P	P	P	P	S
Applicant F	D	P	P	P	P

S = Strength

P = Proficiency

D = Developmental Need

