



Tips for developing your one page profile

- Insert your photo here to make your one page profile more personal.
- This is particularly helpful if you are sharing your profile with people before you meet them.
- Enter your name on top of the profile.

What people like and admire about me...

- This needs to be a proud list of your positive qualities, strengths and talents.
- Make it clear and avoid using words such as "usually" or "sometimes" – be positive.
- It is often helpful to ask colleagues, friends and family what they like and admire about you.
- Do as an exercise in a team meeting or use positive feedback from emails or supervision.

What's important to me...

- This section needs to have enough detail that someone who does not know you could understand what matters to you, and if you took the names off the profile you could still be identified.
- Add things about your whole life that is important to you (your hobbies, interests, passions), as well as things that relate to what's important at work.
- Add detail that will help in matching you to the people we support; giving people an idea of who you are and what you value most.

Instead of this	Write this
Solving problems	Trying to solve difficult problems - In my spare time, I like things like Sudoku and crosswords. At work, I relish finding the right wording for a letter or report, or getting the right angle on the way to present a tricky situation to others.
Having fun	Having fun at work – I enjoy harmless practical jokes and time to sit and relax with people over lunch or coffee

How to support me well at work...

This section includes information on...

- What is helpful? What is not?
- What others can do to make work time more productive and positive?
- Specific areas of development you want to identify for support. For example, you may be working on better time management and have specific things that other can do to support you.
- The help you need to create the best environment and outcomes for the people you support.

Instead of this	Write this
Stay positive	I'm invariably a glass-is-half-full person and it helps me enormously when people look for solutions and not problems. I find it very energy sapping if I'm the only optimist.