Professional Development

1. Introduction
- So the goals of this hour are
  - get you thinking
  - get you talking to each other
  - collect wishes for the next step: whatever that might be
- introduce ideas, strategies, resources, advisers
- It's absurd to cover this topic in one hour
- *Amy Young–Overview*

2. Definition
- identifying a career plan and pursuing skills and contacts to achieve it

3. Goal: happiness
- doing more of what you enjoy
- new job, flextime, new tasks, new town
- get paid more
- salary
- prestige
- title
- run your own business, freelance
- *Rachel Weber – an ex-freelancer's perspective*
- more control
- move to management

4. Steps to take
- A. decide what you like, what you want, and what its worth (time, money, relocating, time off)
  - financial planning for tuition
  - moving
  - public contact (or none), competition, etc.
  - values
  - skills
- *Jenna Venker Weidenbenner – a career counselor's perspective*
- B. self assessment
  - attitude
  - work habits
  - salary
  - experience
- C. find out what's out there
  - salary/ job title surveys
- D. yourself more marketable/ valuable
  - develop skills
    - what personality traits do I need?
    - what do I know or do that's already a skill?
    - what knowledge do you need?
    - which skills do I need?
      - skills with ideas
        - time-managem ent skills
        - writing skills
      - skills with people
        - leadership skills
      - skills with processes
        - job search skills
        - skills with hardware and networking
        - skills with software
        - project planning
        - interview skills: what questions to ask
  - develop experience
- make and strengthen personal contacts/ opportunities
  - tips from others
  - mentoring
  - committee work and volunteering

5. Are you already using the resources you have access to?
- The University classrooms
- Each other (like today)
- Committees
- Listservs: job postings, discussion, tips, moral support
- Job descriptions
- Events: brownbags, talks, conferences
- Webmaster, CCSP
- Non-local
  - Online: books, worksheets, blogs
  - conferences
- AAP/ CAP
  - specific tips, such as salary/title negotiation
  - collective negotiation
- *Jenny Barrett - AAP tips on salary negotiation*
- Career Services
  - Resume building
- UIHR
  - job placement
  - funds
  - awards
- *Tour of University resources*

6. What resources should/could we develop?

- *Melissa Woo – employer/hirer's perspective*