New Horizons Shifting Landscapes

**Personal Growth through Universal Change
A Case Study**

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Introduction

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Learning Outcomes

- By the end of the session you will be able to reflect on your own development needs and identify key actions to support your professional change and development goals

- You will also be able understand how you can empower yourselves, no matter your professional challenges, to bring about personal and professional growth and change

- You will be able to learn from sharing your own experiences and development/change challenges with peers in a safe and supportive environment

Session Outline

The session will address the learning outcomes by exploring:

- how to reflect effectively on your strengths and weaknesses

- how to set about addressing identified weaknesses and how to look for opportunities to enhance your skills in these areas

- how to effectively utilise work-based opportunities for development within and outside your institution

- how to develop your professional network

Before

- personal and professional drivers for change:

    15 years at same institution; 5 years in current role; limited opportunities; family reasons for relocation; aim to enhance skills & profile before applying for jobs; needed a plan

- look for opportunities to do something different, step outside your comfort zone:

    Passport to Management Excellence Programme;

    2015 AUA Conference; re-launch of St Andrews AUA branch

- Reflect honestly on your strengths & weaknesses and be realistic about likely outcomes:

    lacked experience in presenting to an audience; lacked profile/external network

During

- Passport to Management Excellence 2014-2016
- application to Network Co-Ordinator role 2014
- 2015 AUA Conference
- re-launch of St Andrews AUA branch
- Presentation Skills course
- 2016-2018 AUA Conference Sessions
- Presenter on Management Excellence Programme
- 2017-18 Aurora Leadership programme
- 2018 Network Conference

- Application to join Board of Trustees 2017
- short-listed for 2018 AUA Member of the Year

After

- Autumn 2017 – decision to prepare cv & application materials and to monitor job listings with a view to begin thinking about applying for any roles of interest

- 6 relevant roles in School/Departmental Administration advertised in a six week period & applied to all

- 1 rejection and invited to interview to 5 others

- Outcomes – University of Bristol

- Reflections on first 6 months at Bristol and future plans

Group
Discussion

Group discussion
Shared experience

- What change do you want to bring about/achieve or realise?

  egs *career progression; into a new area of work; moving outside the sector; part-time/flexible work; moving geographical location; skills development*

- How will you begin this journey?

- What are the barriers/how might they be overcome?

Lessons
Learned

How to you set about developing these skills/ gaining experience?

- Work-based opportunities for skills development: volunteer, take on new challenges, positive outlook

- Take advantage of local opportunities: e.g. local management/leaderships courses & programmes, if not available or not relevant to your needs - ASK!

- Mentoring schemes: available within your institution, via AUA, programmes such as Aurora or use own network (pay it back - act as a mentor for others)

- Reflect honestly on own strengths & weaknesses, identify gaps in knowledge & experience - form an action plan!

How do you develop your own network/raise your profile?

Within your own institution you can:

- Take opportunities to engage outside your own area, even if don't seem directly relevant/useful at the time, e.g. sit on recruitment panels, academic misconduct/ disciplinary panels, volunteer for working groups, local AUA branch/Union etc

- Benefit: raise your profile internally, meet people who may be recruiting in the future, learn more about your institution, share best practice & learn from experience of others

How do you develop your own network/raise your profile?

Outside your own institution you can:

- Engage with external professional bodies: AUA etc.
- Social Media engagement: LinkedIn, Twitter etc.

Working on your cv & application materials:

- Seek advice internal workshops on cv development, interview skills
- Share cv with trusted colleagues/mentors & seek feedback

Stages of the CPD cycle

- **Identify:** Understand where you've come from, where you are and where you want to be

- **Plan:** Plan how you can get to where you want to be, with clear outcomes and milestone to track progress

- **Act:** Act upon your plan, and be open to learning experiences

- **Reflect:** Make the most of your day-to-day learning by routinely reflecting upon experience

- **Apply:** Create opportunities where you can translate theory into practice and put your learning to work

- **Share:** Share your learning in communities of practice to generate greater insight and benefit from the support of your community

- **Impact:** Measure the overall impact your learning has had on the work you do

From the Chartered Institute of Personnel and Development

Any Questions?