

Creating an Intentional Professional Development Plan

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Introductions



Learning Objective 1: At the conclusion of this session, participants will be able to identify intentional methods to pursue career goals.

Learning Objective 2: At the conclusion of this session, participants will be able to create a comprehensive professional development plan.

Agenda

- 3:15 Welcome and Introductions
- 3:30 What is an Intentional Professional Development Plan?
- 3:45 Leadership Vision Statement
- 4:15 Ten-minute Break
- 4:25 Self Assessment
- 4:45 Developing your Goals
- 5:15 Compassion Satisfaction & Combating Burnout
- 5:30 Power of Reflection
- 5:45 Plan Development
- 6:00 Questions and Discussion
- 6:15 End–Thank you!



Creating an Intentional Professional Development Plan

Process

- Backward Design
- Forward Design
- Goal Oriented
- Alternative Paths

Timeline

- This Week
- This Month
- 1 Year
- 5 Years
- 10 Years
- 20 Years

Professional Goals

- Leadership
- Management
- Soft Skills
- Research
- Writing
- Volunteerism

Clinical Goals

- Work Place
- Continuing Education
- Certification
- Speciality Certificates
- Board Certification

Intentional Professional Development Plans

- Backward design
- Forward design
- Goal-oriented
- Alternative paths
- Self-assessment
- Personal vision statement
- Strategic plan/prof dev plan
- Continuous learning cycle
 - Formative/Summative
 - Reflection
- Formal and informal learning



The Flow of Professional Development



Sample PDP



Self-Assessment	Goals	Strategies	Resources	Timeline	Outcomes

Where do we start?

- One core component of being an engaged leader is not only being able to identify one's own vision, but communicating that vision in order to generate organizational movement (Kouzes & Pozner, 2007).



Think of the big picture for your life :

- ★ Identify what you want to work towards
- ★ Identify where you want to go
- ★ Identify how you want to get there

David (2011)

Sample Vision Statements

1. I will be a consistently engaged leader, and OTA {who demonstrates compassion, fairness and transparency, throughout my interactions with teammates}
2. I will actively attend 2 workshops per year, and share my knowledge at 2 meetings
3. I want to be a motivated leader, someone who is always learning and doing

What is your Vision Statement?

Small groups of 2

Medium groups of 4

Full group sharing



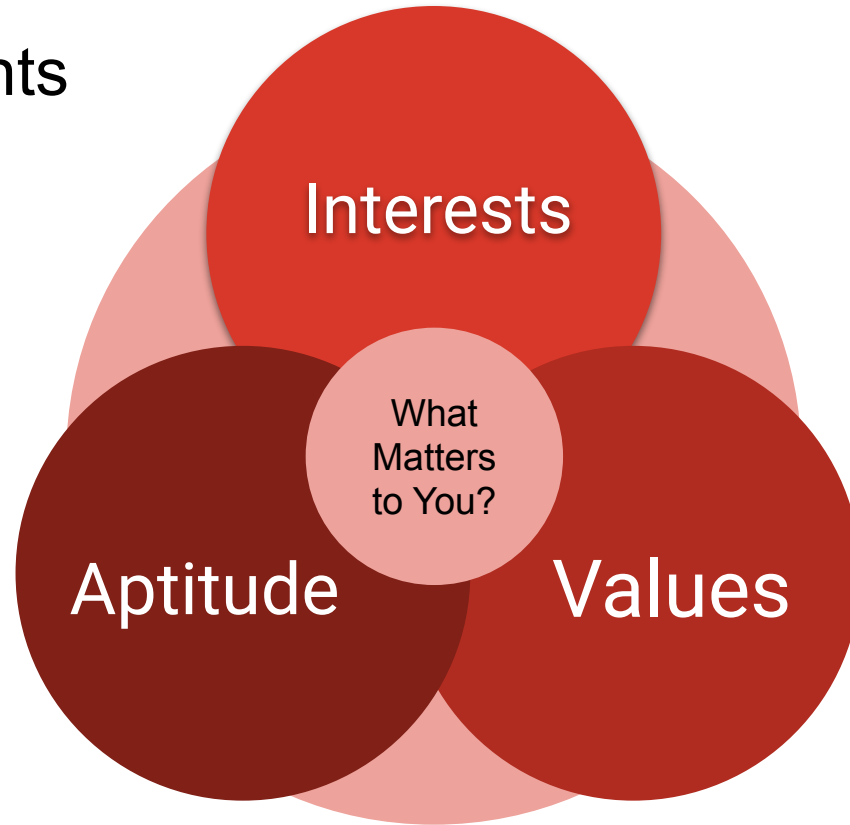
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Stretch Break



Self-Assessments

Hedgehog Theory



Self-Assessment

- Self Assessments (not an all inclusive list)

- The Big Five

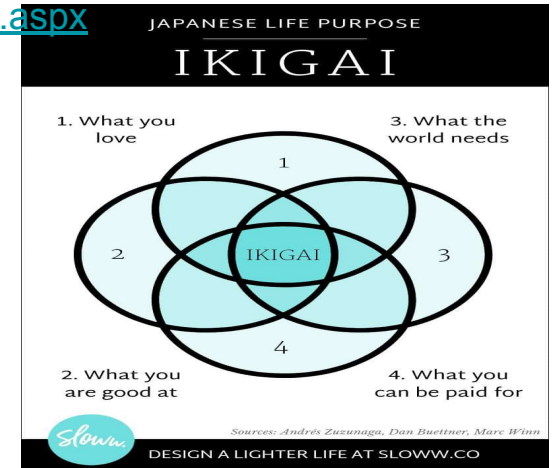
- <https://openpsychometrics.org/tests/IPIP-BFFM/>
- https://ipip.ori.org/new_ipip-50-item-scale.htm

- Strengths Finder

- <https://www.gallup.com/cliftonstrengths/en/252137/home.aspx>
- <https://high5test.com/>

- Ikigai

- <https://www.sloww.co/ikigai/>



Goals

- SMART Goals
 - Specific
 - Measurable
 - Attainable
 - Realistic
 - Time based
- Small goals
 - Days and weeks
- Big goals
 - Months ahead or a year or two
- BHAG (Big Hairy Audacious Goal)
 - Five year plan



Specific - does it target a specific area for improvement?

Measurable - how are you measuring your success?

Achievable - Is it reachable?

Realistic - Is it realistic to achieve?

Time-related - When would you achieve it by?

Timeline

Why create a timeline?

- Focus
- Time management
- Celebrating successes
- Reviewing



<https://www.dreamstime.com/illustration/schedule.html>

Think specific—think routine. For example, the 4th Thursday of each month

Compassion Satisfaction: Battling Burnout

- Compassion satisfaction is the anecdote to compassion fatigue
 - Self kindness
 - Being mindful
 - Being engaged to your community
 - Giving back
 - Professional growth and development
 - Common Humanity
 - Knowing that hard stuff is part of our collective experiences
 - Sharing and debriefing
 - Validation, decreases feelings of isolation, positive impact to work
- ProQOL
 - https://img1.wsimg.com/blobby/go/dfc1e1a0-a1db-4456-9391-18746725179b/downloads/ProQOL_5_English_Self-Score.pdf?ver=1622777390411
 - Available in 26 languages
 - Great activity to do together as OT/OTA partners

Celebrating Progress and Achievements

- Self-reflection
- Summative and formative assessments
 - After learning occurs vs. identifying areas of opportunity
- Ask a peer to listen to you share your progress
- Can you document the changes and outcomes?
- **Without this, we tend to rely on external validation of our outcomes, rewards and social approval**

Putting the Pieces Together

Work session to begin building your PDP



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Sample PDP



Self-Assessment	Goals	Strategies	Resources	Timeline	Outcomes

Questions and Sharing



Resources

David, F. R. (2011). *Strategic Management* (13th ed.). Upper Saddle River, NJ: Prentice Hall

Dillon, T. H. (2001). Authenticity in Occupational Therapy Leadership: A Case Study of a Servant Leader. *American Journal of Occupational Therapy*, 55, 441-448. doi:10.5014/ajot.55.4.441

Gonzalez-Mendez, R., & Díaz, M. (2021). Volunteers' compassion fatigue, compassion satisfaction, and post-traumatic growth during the SARS-CoV-2 lockdown in Spain: Self-compassion and self-determination as predictors. *PLoS one*, 16(9), e0256854. <https://doi.org/10.1371/journal.pone.0256854>

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Lussier, R.N. (2010). *Human relations in organizations: Applications and Skill Building* (8th ed.). Boston, MA: McGraw Hill-Irwin

Phipps, S. (2015). Leading with a Vision. *Administration and Management, American Journal of Occupational Therapy*, 31(4), CE1-CE8

https://www.aota.org/~media/Corporate/Files/Secure/Publications/SIS-Quarterly-Newsletters/AM/AM_SIS_Dec_2015.pdf

Stoffel, V. C. (2013). From heartfelt leadership to compassionate care. *American Journal Of Occupational Therapy*, 67(6), 633-640. doi:10.5014/ajot.2013.676001