

Professional Career Development

Saverio Sgobba 2018255

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Lecturer: Lloyd Beharry

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INTRODUCTION

Professional development refers to the combination of a personal and career development. Personal development is defined as the process of the development of skills and knowledge for the purpose of fulfilling the personal potential of an individual. Personal development is not related with the job but it include the learning activities outside of the workplace with the objective of improving health and social interaction. Career development is defined as the procedure of focusing on the activities of learning which include the work experience towards the preferred carrier result. The development of career competencies comes under the career development. Development in an individual by focusing on the career advancement refers to professional development. Majorly it is related with the human resource activities which include performance appraisal. This report is a reflective part of professional career development report and a role play of interviewee and interviewer. This report includes the major strength and skills which I have identified during the role play. Along with this it also include a personal action or development plan.

MAIN BODY

From a report it has been found that the individual learn in the best manner from experiences. If any individual do not reflect through the experience, it is difficult to learn the same. Reflective Cycle had been developed by Graham Gibbs in 1998 for the purpose of giving a specified structure to learning from several of experiences. Basically it provide a Framework which helps in examining the experience is along with giving its cyclical nature lends. This model have been used by the individual for exploring a situation. This model included several stages which include description, feelings, evaluation, conclusion and action. Under this model, the work has been done through an experience. It can either a standalone experience or a situation. In the given role play I have perform as interviewer and interviewee both. I also receive feedback from the senior authorities which implies some strength and weakness in myself. Below mentioned are the several stages of Gibbs reflective cycle on the basis of given role play:

Description

This stage of Gibbs reflective cycle simply explains the situation what happened exactly in the experience. When I was pursuing my management course I was asked to act as a interviewer and interviewee so that an application can be completed on the basis of a job description and personnel specialisation for a chosen job role. I have performed a role play under the recruitment and selection heading. This role play was held in the college campus and some of students done this role play buy Microsoft teams and using the several technical setups. I have performed the role of interviewer and interviewee both. Several of questions have been asked by the interviewer such as something about the individual, future goals, greatest strength, how to handle the pressure at workplace, reason of leaving the previous job and many more. When I performed the role of interviewer I asked the above mentioned questions with confidence and when I had performed the role of interviewee, I had gave the the accurate and relevant answers to the questions asked by the interviewer during the role play.

Feelings

Is the next stage of Gibbs reflective cycle model which in coverage the individual to talk about water they thought and felt while performing the experience or roleplay. Majorly, this is type of focus on avoiding the comments on the emotions of an individual. I was feeling too nervous before involving in the role play as it was my first time to get this chance. When I get involved in the interview process during the role play I perform the entire task in an effective and efficient manner with full confidence. My teachers, who were monitoring there, notice to my nervousness and give a feedback that I was a bit tensed while starting the role play but I get relaxed and smiled towards the end. Also I get a professional standard feedback as I give the good interview role play which could have been better if absence had not interrupted practice. I have never get involved in such role play. As a result I was a bit confused and nervous. Also I have not performed any practices before performing in the roleplay. But after performing the role offer interviewer, I get comfortable with the situation and I performed the role of interview in a better manner.

Evaluation

This is stages of reflective model in coverage the individuals experience to look towards the objective at what approaches the worked and which one did not. At this level, the individual provide self evaluated answers to some questions related to the role play or experience. The positive impact of this situation is that it leads to the increase in confidence within me as I am able to ask the questions from the interviewee in a proper and organised manner. Along with this help me in developing the skill of confidence, removing nervousness and performing the task with in the group of people. My role of interviewee was not so good as I was a bit confused while replying the questions. My teacher's shares of feedback that I have performed a well role of interviewer as I have designed good questions which are really useful for analysing the skills of interviewee. On the other hand some of cautions developed by me also helped me in analysing the weaknesses of the interviewee. I have a made a direct eye contact with the interviewee while performing the role play. It was a positive aspect regarding the role play. My teacher also share a positive feedback on the same. Totally I have performed a well satisfied contribution to the situation by performing well as a role of interviewee and

interviewer. I receive several of a positive feedback from my teachers which helped me in analysing my skills which are available within me.

Conclusion

After evaluating the skills and role play I have to help the team members to draw a conclusion about what happened. It encourages the individual to think about the experience situation for role play again by using the information which have been collected so far. It can be considered as the more positive experience in the given role play if I can get more time for practice. After doing the practice of interviewee and interviewer in the recruitment and selection heading I can perform some well. If I get the chance of involving in the same role play again, I will try to remove some negative aspects such as nervousness my english communication skills and many more. I can also develop several of new questions to ask in the interview round. I can handle this situation in a better manner by understanding all the experiences and qualifications of the interviewee through its resume. It will be much better if I get the time of getting done with the practice for the same situation. I have performed this role play without any well planned practice so I was little bit confused when I have to ask the questions in the interview round.

Action

Now it's time to take the action related to the team members which help them in dealing with the same situation in a more effective manner in the future. This is considered as the last stage of Gibbs reflective cycle model which is required for an individual to come up with a plan so that they can make the change is in themselves. After getting the feedback from my teachers I have identified the areas in which I have to work on myself. I have to commit to take the strict actions to develop some skills which are not available in me at present. Along with this I also have to you decide a date on which I will get both review and progress. In the starting of role play I was little bit tensed and Confused. I have to develop the decision making skills in myself as it help me in taking the instant and sudden decisions as per the situation. When I had played the role of interview I said that my strength is leadership and I have desire to improve the same. So I also have to work on my leadership skills. Along with this I also

have to develop my communication skills so that I can communicate with the team members and interviewee in an effective and efficient manner.

Skills to be Developed	Development Plan	Resource	Date
Communication Skills	In order to be an effective leader or manager, I should know how to communicate the tasks in a team. I have to focus on the communication skills which is a part of management course. I will join some course through which I can work on my communication skills.	FAO, 2022 [Online] Available Through< https://www.fao.org/faolex/results/details/en/c/LEX-FAOC176393/ >	By the July 2022
Leadership Skills	For the better growth of my career, I found that I should develop leadership skills in myself as it leads to the growth and development of my job profile in near future. For the same purpose, I decided to join a management course which will help me in growing my skills which are necessary for a leader. This	Long Term Goals for Career Life, 2022 [Online] Available Through< https://www.developgoodhabits.com/long-term-goals-examples/ >	By the end of July 2023

	management course is a complete overall study of management skills. This course will help me in becoming a skilled and effective leader in near future. This management course will take two years to develop the skills which are necessary for an effective leader. The main function of this course is to grow the management and leadership skills to make future as a leader in a good organization.		
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CONCLUSION

From the above report it has been concluded that I have performed well in the role play which have been undertaken in the college campus. I have performed the role of interviewee and interviewer both. While performing this role play I have a notice some of my skills and weaknesses within me. Gibbs reflective cycle model has been applied in this report for preparing the reflective report on the given role play scenario. It is a a five step process which included description, feelings, evaluation, conclusions and action. I also get a feedback from my teachers reaches show some skills and strength along with

the weaknesses. There are some areas as well in which I have to perform and remove my weakness. Above-mentioned Action Plan easy showing some skills which are required to develop within me to be an effective interview and interviewer both. Furthermore the reflective cycle model helps the team members to think about the situation and the ways in which they can deal with the same. It also help the individual in knowing about their improvement and improved skills and strength.

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