

PROFESSIONAL CAREER DEVELOPMENT

Giulia Olivotto (2115346)

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Faizu Edu

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Introduction

Perhaps you have already taken a few bold steps in your career. Nevertheless, curiosity draws you to a job full of exciting opportunities, variety, and excitement. For every successful professional event, Event management is behind the scenes. Pursuing the career illustrates that I am responsible for organizing, planning, and implementing various events, from corporate conferences to weddings, sporting events, or charity events (Kim and Kaewnuch, 2018). Event management as a career option for the right person offers incredible opportunities, including progression, experience, and traveling. Event Management as an option was not just a night's dream; it was an objective since my school days as a minor. It is not just the creativity, the traveling, or the socialism that's intriguing in Event Management, and you might find yourself organizing a surf competition on the Cornwall coast one day, to managing a wedding in the Welsh regions (20Bedfordway, n.d.). Event managers might be private or corporate with specializations in several areas, such as exhibitions, music festivals, award ceremonies, book launches, cultural events, etc. Event managers do not have a minimum qualification requirement. Anyone with creativity, organizational skills, and excellent P.R. skills easily has a way in. However, it is advisable to have or undertake a qualification to prove your knowledge and talent on the CV through various professional programs. Prospect graduate advisors normally assert, "You don't need a degree to become an events manager, and you can work your way up from an assistant position, gaining experience as you progress. Taking the Level 2 Certificate in Event Planning may be useful, although not essential" (20Bedfordway, n.d.). Although a qualification could aid in the event management approach, you will still need work experience in the field to create a well-rounded attractive candidate.

Current Skills

Skills are vital in the professional career development of an Event manager (Greenwell et al., 2019). Among skills I essentially possess is the ability to motivate and inspire others, understanding the business, self-development, and sense of accountability, Critical analysis, and Multitasking.

Ability to motivate and inspire others

In every entity, it is significant for employees to work in their tasked teams and work effectively towards encouraging other team players, thus maintaining them inspired towards task

performance on a path that is beneficial to the entity's performance. I'm conversant with the importance of motivation and possess knowledge of the various frameworks linked with motivation that aid me in maintaining my team members inspired and motivated while task performing. Further, I also have team dynamics knowledge that aids me in completing tasks within my team.

Understanding the business

Organization requirements, event management business, and the business environment are some of the most vital concepts that need keen consideration when linked to an entity. I have a critical interest in digging into event management concepts and establishing an understanding of business requirements and event management aspects. I am also open to criticism and am a fast learner. I take criticism and feedback critically since they guide me toward success in my event management career.

Self-development

Also, in the event management career, the self-analysis process is significant; thus, self-development primary aspects are vital. From an unbiased way, it is necessary to have a self-analysis engaging process to note the key areas that need integration and thus work towards being a successful event manager in the long run. In gaining great professional progress in the event management field, the process of self-development is highly regarded.

Sense of accountability

The aspect of ownership is simply a sense of guilt (Jakobsenet al., 2018). Taking responsibility for their actions is vital for any Event management employee or career pursuer. Finding people willing to take responsibility for their actions is difficult. Within an entity, the performance of a single employee contributes to the performance of the entire organization hence sense of accountability growth is necessary for each of them. I possess great accountability attributes, so I never back out in taking responsibility for any action.

Critical analysis

In every profession, the ability to critically examine a situation is a skill required for every task performance. Based on the research, I strive to understand the situation aid and step towards the correction decision making. The ability of the effectiveness of decision making and its implementations are what simple critical analysis entails. My objective normally focuses on improving my essential research skills in every situation. I assess the past decisions that I have made and also the decision-making qualities that have improved over time. The effectiveness of

the decision-making procedure is another factor that impacts the decision-making process; hence thoroughly should be considered by any Event manager.

Multitasking skills

The responsibilities and roles associated with the concerned professional position are essentially and diligently handled by individuals who can interchangeably handle several tasks with quality performance. It is thus essential to align multitasking abilities and time management aspects to handle tasks successfully (Latifet al., 2018). I like to keep my things organized to perform within the allotted time.

Gap in Skills

Time management is a concept I am quite competent in. However, I seldom deliver credible performances within short time deadlines. To execute the duties as per the planned requirement limitations, I need time to plan things. Nevertheless, I need to improve my work abilities in normal circumstances to improve my multitasking abilities also.

Event management can land one in any part of the world, and coping could be quite a task (Kim Kaewnuch, 2018). Thus it makes me less credible in meeting and interacting with clients in new areas and knowing what they want, which is a great aspect. Further, the slow development and adaptations need to be improved to ensure that the events run smoothly through the first few difficult days. The self-adaptation to the new areas is also important in ensuring that teamwork is diligently met for the sake of the best performances from the entity.

My attention to detail deteriorates in new areas or environments since some places, such as the Welsh countryside, have magical sceneries. Attentional is vital for the well-being of the team and the outcome of the performances of the teamwork and me as an individual (Espetin et al., 2022). Also, self-development ensures few mistakes are made, promoting the brand/company name. Finally, budget awareness is very important (Daniels and wosicki, 2020). It enables the company to avoid spending considerable resources on bidding for the right events and thoughtful planning for the company's growth, team, and personal fostering. I need such skills since, although I am good at many other event planning skills, budgeting skills must be considered, especially regarding decision-making on the right budget

Systematic Approach to Skills acquisition

My action plan will be the step-by-step systematic approach to my skills acquisition. An action plan follows the analysis of the objectives of the assessments done while conducting an activity or event (Liu, 2019). An action plan aims to enhance the general capacity to operate as a successful profession in any career path in the long run (Jung and Wise, 2022). In building the above skills, the step-by-step approach is as follows:

Time management: I will use case study analysis and reflection, also allot different tasks with different time limitations. I will assess the gaps that are faulty to understand detailed time management techniques. I will also Identifying a journal to keep track of the event management thus keeping time. etc. I will ensure the process is done within atleast three months.

Decision Making: I will examine the little decisions I make on day-to-day events. Also I will reflect on the journals and published guides on decision-making processes. I also will Keep a record of the various events I am involved with, with a diary etc. Further, I shall derive knowledge from hypertext documents and do an unbiased analysis from my different events managed. Finally I will Consult from published journals on successful event management. The procedure should be done in two to three months.

Recruitment and Selection

This part of the module has been greatly helpful for me in the role-playing activity since it helped me grasp the recruiter's ideals; thus, I could go to an interview duly prepared to convince the employer to hire me for the vacant post. In the role play, I assumed the role of an interviewer. Though it took me some time to perceive it, I successfully enacted the role. To understand the entire recruitment procedure properly, I wanted to take advantage of this opportunity. Therefore, I analyzed several case studies and journals on recruitment and recruitment undertakings. These case studies and journals indulged me in several aspects linked with interacting during the recruitment process with the right candidate.

Within a business organization, the ability of an applicant to undertake the activities associated with the vacant post is measured through an array of techniques within the business organization. These various techniques are used to negative between abilities and the skills the individual in question for the vacant position has and if they rhyme with the requirement needed. Thus considering the available resources within the business organization, these abilities and skills are

diligently selected. Nevertheless, for the effectiveness of the recruitment procedure, I felt that the recruiter could examine the abilities and skills that the applicant could contribute to the entity. To become a successful recruiter, communication skills and relationship-building skills are vital (Felty, 2022).

Therefore, this section analyses the skills I thought I needed and learned from my role play and probably what could have been better done.

Relationship-creating skills

The recruiter needs to develop a patent relationship with the applicants. The goal here is to make the applicant feel at home during the recruitment/interview process; comfort is significant at such a time since the applicants are often nervous during the interview proceedings (Sridharan and Boud, 2019). It is essential since it lets the recruiter know if the applicant has plans or has been associated with the entity. Understanding the recruiter's schedule is important to grasp. The interview questions thus aid in examining the applicant's intentions effectively.

Communication skills

Competent communication skills are the only process best suited to understanding an applicant (Khanet et al., 2017). It can be used either through a face-to-face interview or an online meeting such as zoom or a phone. The communication process entails two processes: the way the speaker conveys the message and the audience unveils the news; I embrace incredible communication skills; nevertheless, in a large crowd, I tend to get a little nervous. It was hence definite that working on public speaking skills was imminent. Further, I know the body language and tone I am supposed to possess while communicating. As per my mentor's feedback, I offered a great positive performance.

In the interview questionnaire preparation process, I noticed a scope for improvement. I focused on the questions that would be easily interpreted and those to the point. It thus made the conversation quite engaging since the questions were open-ended. However, I could have used questions that would have made the interview process impactful, like scenario-based questions. Another drawback was that I did not ask questions that were example-demanding. In enhancing my ability to interview applicants diligently, improving these aspects would be vital.

Conclusion

In Event management, self-development and Self-analysis entail the context in which the career development approach is purposeful towards analyzing the events associated with learning or a career pursuer (Mann and Walsh, 2017). It is a critical part of the event management development procedure. Assessing these skills is incredibly purposeful for time management and decision-making within the Event movement or the company itself. I have a detrimental aspect of self-development and adapting to new environments. Furthermore, the important skills are time management, decision making, teamwork, and a great P.R. basis.

Gibb's reflective cycle

Description: The task role allowed me to enact the applicant and recruiter roles. The entire process allowed me to understand the recruitment process. As I role-played this task, I acted as both the recruiter and the applicant with a developed questionnaire.

Feelings: I am nervous and excited while performing this task as a mentor will assess it, and the entire activity will provide a chance to learn several things. As it was the first time, I was extra cautious in performing it.

Evaluation: On observing my performance, I kept that some scopes need improvement in various areas. The entire activity was an incredible learning experience since it allowed me to gain knowledge on several professional aspects of event management. As I had to think from the recruiter's perspective, I was intrigued by the role play. It has not only helped me to participate in future recruitments but also given me knowledge on how recruiters think and analyze things.

Analysis: it is examinable that there is a scope of development with the preparation of a questionnaire. During the interview, I was aware of the scenario-based questions but seldom knew what to make of them. I need my ability to create questions to be enhanced. I further analyzed that my decision-making skills need to be worked on. By strengthening these concepts, I can perform my Event management tasks skillfully, seldom with challenges with time. It will further help me in competition in the professional field.

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