

Professional Career Development (BMSW4012)

Reflective Essay

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Introduction

The cultivation of career competences is another aspect of career advancement. Professional and individual growth are combined in professional development, both hard, and soft abilities work together to assist individuals thrive in their professions and do their jobs successfully (Okolie *et.al.*,2020). When recruiting experts, companies check for these qualities to see if they can fit the work needs and corporate culture. In this regard, this reflective essay will demonstrate the skills and knowledge which I have acquired during my participation in professional development lectures. The principles discussed in the lectures- SWOT Analysis, SMART Goals , Johari Window , Personal Development Plan (PDP) , and Learning Styles- are the primary subject matter of this essay.

Main Body

Gaining a comprehension of the Gibbs Reflective Cycle is essential for being a leader. With the help of this effective technique, professionals may use reflective thinking to improve both personally and professionally. It helps them turn encounters into significant knowledge and future results (Patton and McMahon, 2021). The six steps of the reflective cycle are: description, feelings, evaluation, analysis, conclusion, and action plan. The personal reflective essay will be based on these stages.

Description

The motive of the Professional Expert Development lectures was to provide students with the necessary frameworks and skills to improve their professional probabilities (Sancar et al., 2021). During these sessions we examined a number of ways including the Johari Window which improves self-awareness and awareness of others perceptions, SMART Goals which provide a framework for setting clear and possible goals, Learning Styles which assist human beings in expert knowledge of their desired mastery patterns and PDP, which offers an organised approach to career planning (Yoon, 2021). All of these aspects helped me to understand my strengths and

weaknesses as well as my understanding of the various models which were taught during the personal development lectures.

Feelings

When the lectures started, I had mixed feelings. The primary concern turned into one caused by the flood of new ideas I needed to explore, but the enthusiasm got here from the threat of getting useful skills that can be much like my career. My confidence grew with each lesson. As the lectures gradually picked up pace, I started to get more involved in them. This boosted my confidence and my fears began to ease over time. In the long term, I am thus able to effectively put together lectures and reflect my findings on the approximately models and theories that I learned at the lectures.

Evaluation

Identifying my strengths and weaknesses through a SWOT analysis accelerated my focus on myself. A clear framework for setting and executing desires that turned into delivered through the SMART Goals framework, while the Johari window surpasses my understanding of interpersonal connections.

Self - SWOT analysis

Strengths: Realising my strengths—strong analytical skills and effective communication—turned out to be uplifting. My ability to use these abilities under many circumstances—such as activity interviews and networking events.

Weaknesses: Recognizing shortcomings, time management, and being nervous while speaking in front of an audience were areas that needed work. This motivated me to look for chances to hone these abilities, such as signing up for time management classes and attending a public speaking group.

Opportunities: I recognized opportunities in fields where my skills were needed, such as data analysis and project management. I have also identified my strong communication skills and this ability is an opportunity for me to interact with various individuals.

Threats: Understanding the potential risks, such as the fierce competition in the market, has motivated me to keep pushing myself to the limit and differentiating myself by obtaining further credentials and building strong relationships in the field of work. My inability to manage my time well and my nervousness while giving a speech in front of an audience can be serious obstacles to my future employment.

SMART goals

During the professional career development lectures, I have also reflected on my SMART goals which have helped me in setting precise objectives for my future employability. My SMART goals include:

Specific: Having clear goals, like earning a marketing-related accreditation, helped to steer the approach.

Measurable: I was able to track my achievements by using defined metrics, such as completing one module per week.

Achievable: I avoided dissatisfaction and exhaustion by making sure my goals were realistic given my time limits.

Relevant: Making sure my objectives matched my career goals made ensuring my work was focused and important.

Time-certain: Establishing a 3-month timeframe for finishing the certification inspired enthusiasm and a sense of urgency.

By using the SMART framework, I was able to achieve my goal of being certified in digital marketing, which improved my professional profile and increased my competitiveness in the activities market.

The Johari Window

The Johari Window is a framework that can help explain and improve awareness of themselves and interaction (Spennemann, 2023). The window contains four segments: open, blind, concealed, and unknown. Every single one of the knowledge in the open quadrant is accessible to both the individual and others.

Open Area: Feedback helped me apprehend more about the characteristics that others recognized in me, which includes my management talents and collaborative attitude.

Blind Spot: Feedback showed traits I hadn't seen in myself, consisting of a propensity to dominate discussions. This consciousness precipitated me to attempt to turn into a more inclusive group member.

Hidden area: Sharing my professional goals with friends and mentors extended my belief and led to new alternatives for cooperation and help.

Unknown Area: Participating in new studies, including heading an assignment team, helped to reveal hidden talents and interests.

Personal development plan

A private development plan (PDP) helped me lay out my career goals, set deadlines, and measure progress. It encouraged a structured approach to personal and professional growth.

Setting short-term goals, such as improving public speaking through seminar attendance, provides immediate targets to strive toward. I have also set development plans for improving my time management skills as well.

Long-term goals, such as becoming a project manager in five years, helped shape my career path.

Learning styles

There are various types of learning styles. This includes visual, auditory and kinesthetic (Dantas and Cunha, 2020). Visual learners learn through visual aids such as presentations, video content. Auditory learners learn through audio books and other audio forms of contents (Rogowsky *et al.*, 2020). Kinesthetic learners learn through hands-on projects and stimulations that apply practical skills in real life situations (Cabual, 2021). Understanding that I am a visual learner, I followed techniques along with mind mapping to organise facts correctly, which improved my educational overall performance and comprehension.

Conclusion

From this professional development session, I have learnt that professional abilities are soft talents which assist individuals develop as a group and as individuals, solve difficulties at work, settle disputes, and become more effective leaders (Roza et al., 2022). In addition to assisting individuals in carrying out their tasks, technical skills also enable them to establish rapport with others, project confidence, adjust to changing circumstances, and effectively represent their company (Iris, 2023). Having these talents as a graduate advances one's private improvement and shows potential employers that an individual is employable. Applying the fashions of SWOT Analysis, SMART Goals, Johari Window, PDP, and know-how Learning Styles has substantially improved my self-consciousness, goal-placing skills, interpersonal abilities, profession making plans, and gaining knowledge of efficiency. These aspects have geared me with realistic strategies to navigate my profession route effectively.

Action plan

My action plans for enhancing my employability skills include-

Update my SWOT analysis regularly to be aware of my evolving strengths, weaknesses, opportunities and threats. This will help me stay agile and proactive in my career development.

Continuously set and review SMART objectives to ensure I am on track with my career aspirations. This will include frequently evaluating my progress and adjusting my dreams as needed.

Search for common notes to increase my open area in the Johari window and improve your interpersonal skills. This will include maintaining open and honest communication with friends, mentors and supervisors.

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