



Prifysgol Cymru

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University of Wales

Trinity Saint David

Trawsnewid Addysg, Trawsnewid Bywydau
Transforming Education, Transforming Lives

ECGE6002Q

Skills for Life: Employability and Future Pathways
Continuous Professional Development and Reflective Practice



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Session Aims:

- An introduction to Continuous Professional Development including:
 - Personal Development Planning
 - Using action plans in the professional landscape
 - Theoretical concepts of learning
- Revisit of Reflective practice



Personal Development Planning

- Personal Development Planning (PDP) consists of three elements;
 - Improving learning
 - Improving Performance
 - Forward Planning to achieve goals (whether academic, personal or professional)
- It is linked to Action planning (i.e The final element of Gibbs reflective Practice)

Personal Development Planning

- One structure to consider when creating an action plan is the SMART objectives:



How to write an Action Plan

Specific:

- In order for a goal to be effective, it needs to be specific. A specific goal answers questions like:
 - What needs to be accomplished?
 - Who is responsible for it?
 - What steps need to be taken to achieve it?
- The main goal is to have a better understanding about what happened, so I can prepare myself in case it happens again.



How to write an Action Plan

Measurable

- Specificity is a solid start, but quantifying your goals (that is making sure that it is measurable) makes it easier to track progress and know when you've finished the finish line
 - The goal has a MEASURABLE objective
 - Can you measure the success of that goal
- How do we Measure on Objective?
 - Monitor and record your progress regularly, even small amounts of learning, understanding or progress is positive growth.
 - Using benchmarks can help towards a bigger goal.



How to write an Action Plan

Attainable

- This is the point in the process where you give yourself a reality check.
- Goals should be realistic – not pedestals from which you inevitable tumble.
- Ask yourself:
 - Is your objective something you can reasonably accomplish?
- Safeguarding the achievability of your goal is much easier when you are the one setting it.



How to write an Action Plan

Relevant

- Here is where you need to think about the big picture
- Why are you setting the goal that you are setting?
- Think about:
 - What is the impact?
 - So what?



How to write an Action Plan

Timely

- To properly measure success, you need to set yourself a timeframe.
 - What is your 'time horizon'?
 - When will you start creating and implementing the tasks that you have identified?
 - When will you finish?
- SMART goals should have time-related parameters built in, so that you can stay on track within a designated time frame.



How to write an Action Plan

Exemplar:

Setting SMART goals

BiteSize Learning



Specific

The goal is concrete and tangible - everyone knows what it looks like.



Measurable

The goal has an objective measure of success that everyone can understand.



Attainable

The goal is challenging, but should be achievable with the resources available.



Relevant

The goal meaningfully contributes to larger objectives like the overall mission.



Timely

This goal has a deadline or, better yet, a timeline of progress milestones.

Specific	Measurable	Attainable	Relevant	Timely
Achieve a qualification in emergency first aid	This will be measured by the completion of the short course	The short course will be attainable through UWTSd, beginning on the 7 th of July 2024 and will be finished on the 10 th of July 2024	This is relevant to my job role as there is an organisational policy requiring all employees to be emergency first aid trained	I will complete this task by the 10 th of July 2024
Complete online Safeguarding training	This will be measured per module, with a total of five modules to complete	The course is available on my CPD learning platform and will require me to do some home learning and research	This is relevant to my job role and is required by the organisation that I work for	I aim to complete this task by August 2024, giving myself one month per module, this suggests that it will take me five months to complete.

Personal Development Planning

- Personal development is a fundamental concept in psychology and encompasses the lifelong process of self-improvement, self-awareness, and personal growth.
- Crucial to coaching and counselling, it aims to enhance various aspects of clients' lives, including their emotional wellbeing, relationships, careers, and overall happiness (Cox, 2018; Starr, 2021).

Personal Development Planning

- Several theoretical models underpin and support transformation.
- Together, they help us understand our personal development and the mechanisms and approaches available to make positive life changes (Cox, 2018; Passmore, 2021).

1. Maslow's Hierarchy of Needs

- As a proponent of the humanistic or person-centered approach to helping people, Abraham Maslow (1970) suggested that individuals have a hierarchy of needs.
- Simply put, they begin with basic physiological and safety needs and progress through psychological and self-fulfilment needs.
- Personal development is often found in or recognized by the pursuit of higher-level needs, such as self-esteem and self-actualization (Cox, 2018).



2. Ericksons Psychological Development

- Erik Erikson (1963) mapped out a series of eight psychosocial development stages that individuals go through across their lifespan.
- Each one involves challenges and crises that once successfully navigated, contribute to personal growth and identity development.

Erikson's Stages of Psychosocial Development



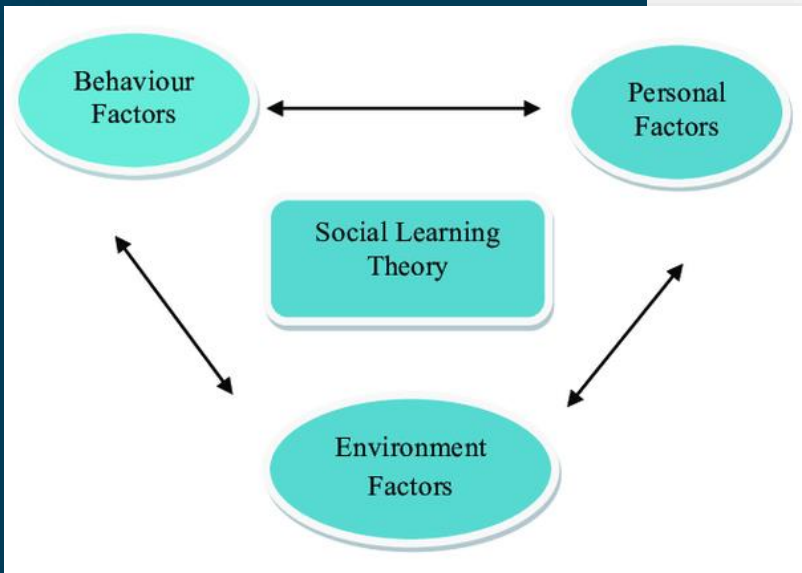
3. Piaget's Cognitive Development

Piaget's Periods of Cognitive Development			
Birth to 2 years	Sensori-motor	Uses senses and motor skills, items known by use	Object permanence learned
2-6 yrs	Pre-operational	Symbolic thinking, language used; egocentric thinking	Imagination/ experience grow, child de-centers
7-11 yrs	Concrete operational	Logic applied, has objective/rational interpretations	Conservation, numbers, ideas, classifications
12 yrs to adulthood	Formal operational	Thinks abstractly, hypothetical ideas (broader issues)	Ethics, politics, social/moral issues explored

- The biologist and epistemologist Jean Piaget (1959) focused on cognitive development in children and how they construct their understanding of the world.
- We can draw on insights from Piaget's stages of cognitive development, including intellectual growth and adaptability, to inform our own and others' personal development (Illeris, 2018).

4. Bandura's Social Cognitive Theory

- Albert Bandura's (1977) theory highlights the role of social learning and self-efficacy in personal development. It emphasizes that individuals can learn and grow through observation, imitation, and belief in their ability to effect change.



5. Self-Determination Theory

- Ryan and Deci's (2018) motivational self-determination theory recognizes the importance of autonomy, competence, and relatedness in personal development.
- Their approach suggests that individuals are more likely to experience growth and wellbeing when such basic psychological needs are met.

HUMAN BEINGS HAVE THREE BASIC NEEDS:

COMPETENCE

People need to gain mastery and control of their own lives & their environment.
Essential to wellness.

AUTONOMY

People need to feel in control of their own life, behaviours and goals. This is about choice.

RELATEDNESS

People need to experience a sense of belonging and connection with other people.
*Feeling cared for by others
& to care for others.*

Continuous Professional Development (CPD)

- Personal Development Planning is also related to the concept of Continuous Professional Development (CPD)
- What do you understand CPD to mean?

Continuous Professional Development (CPD)

- CPD is a crucial aspect of professional growth in the UK.
- Defined:
 - CPD refers to the ongoing process of **learning**, **improving**, and **expanding skills** throughout one's career.
 - It ensures that professionals stay up-to-date, adapt to changes, and enhance their abilities.

Continuous Professional Development (CPD)

Importance of CPD:

- Career Relevance:
 - In a rapidly evolving world, CPD helps professionals remain relevant and adaptable
- Quality Assurance:
 - It ensures that practitioners maintain High standards in their work
- Safe Practice
 - Regular CPD keeps knowledge current, promoting safe and effective practice

Continuous Professional Development (CPD)

Who needs CPD?

- Everyone
 - Regardless of the industry, role, or level, all professionals benefit from CPD
- Registrants
 - Bodies like the Health and Care Professionals Council (HCPC) require registrants to meet CPD Standards

Continuous Professional Development (CPD)

Types of CPD Activities:

- Formal
 - Structured courses, workshops, conferences and seminars
- Informal
 - Learning from daily experiences, reading, mentoring, and networking

Continuous Professional Development (CPD)

Benefits to Employers and Employees:

- Employers
 - Invested employees contribute to organisational success
- Employees
 - CPD enhances job satisfaction, career prospects, and personal growth

Continuous Professional Development (CPD)

- The Chartered Institute of Personnel and Development (CIPD) has a CPD policy that should be adhered to by Human Resources professionals in the UK



Continuing Professional Development

- The CIPD have defined CPD as follows;
 - ‘Continuing Professional Development (CPD) is a combination of approaches, ideas and techniques that will help you manage your own learning and growth’.
 - ‘The focus of CPD is firmly on results – the benefits that professional development can bring you in the real world’.
 - ‘Perhaps the most important message is that one size doesn’t fit all. Wherever you are in your career now and whatever you want to achieve, your CPD should be exactly that: yours’.

Continuing Professional Development

- It is something that good employers should provide as part of a planned CPD or Training programme
- Training should be provided in order to allow staff to perform their duties and functions to the best of their abilities
- It also ensures that staff are aware of legal and policy requirements
- As we have seen in our explorations of Multi-Agency working, inter-disciplinary training can have positive effects
- However, whether you are with a good employer or not, CPD is also some-one else's responsibility.
- *Who might that be?*

Personal Development Planning

- Cottrell states that the benefits of Personal Development Planning are as follows;
- ‘When undertaken in supported and structured ways, PDP gives you a much deeper understanding of your performance’.
- ‘You develop abilities in evaluating [your performance] for yourself’.
- ‘Instead of being locked into a routine learning cycle, you enter an upwards learning spiral’.
- ‘PDP puts you in charge’.

Continuing Professional Development (CPD)

Membership of a Professional Body

- In your future work you may be able to join a professional body such as a Chartered Institute (e.g. the CIPD on previous slides)
- But what is a Chartered Institute? 

Royal Charters



Privy Council (No Date)

Continuing Professional Development (CPD)

Membership of a Professional Body

- But, “What’s in it for me?” you might ask.
- ‘Professional institutions are much more than a source of 'letters after your name'. They can help you in your career both before and after you graduate’.
- ‘Professional institutions are the societies and associations that promote and further a career and the people who practice in it. In the UK there are over 80 'chartered' professional institutions covering areas of work including finance, engineering, construction, health, law, journalism, personnel and management’.

Continuing Professional Development (CPD)

Membership of a Professional Body

- Also, the UK Government recognise the value of Professional bodies
- Her Majesties Revenue and Customs (HMRC) produce a list of 'approved professional organisations and learned societies' for which you can claim tax relief on your fees

Approved professional organisations and learned societies



HMRC (2021)

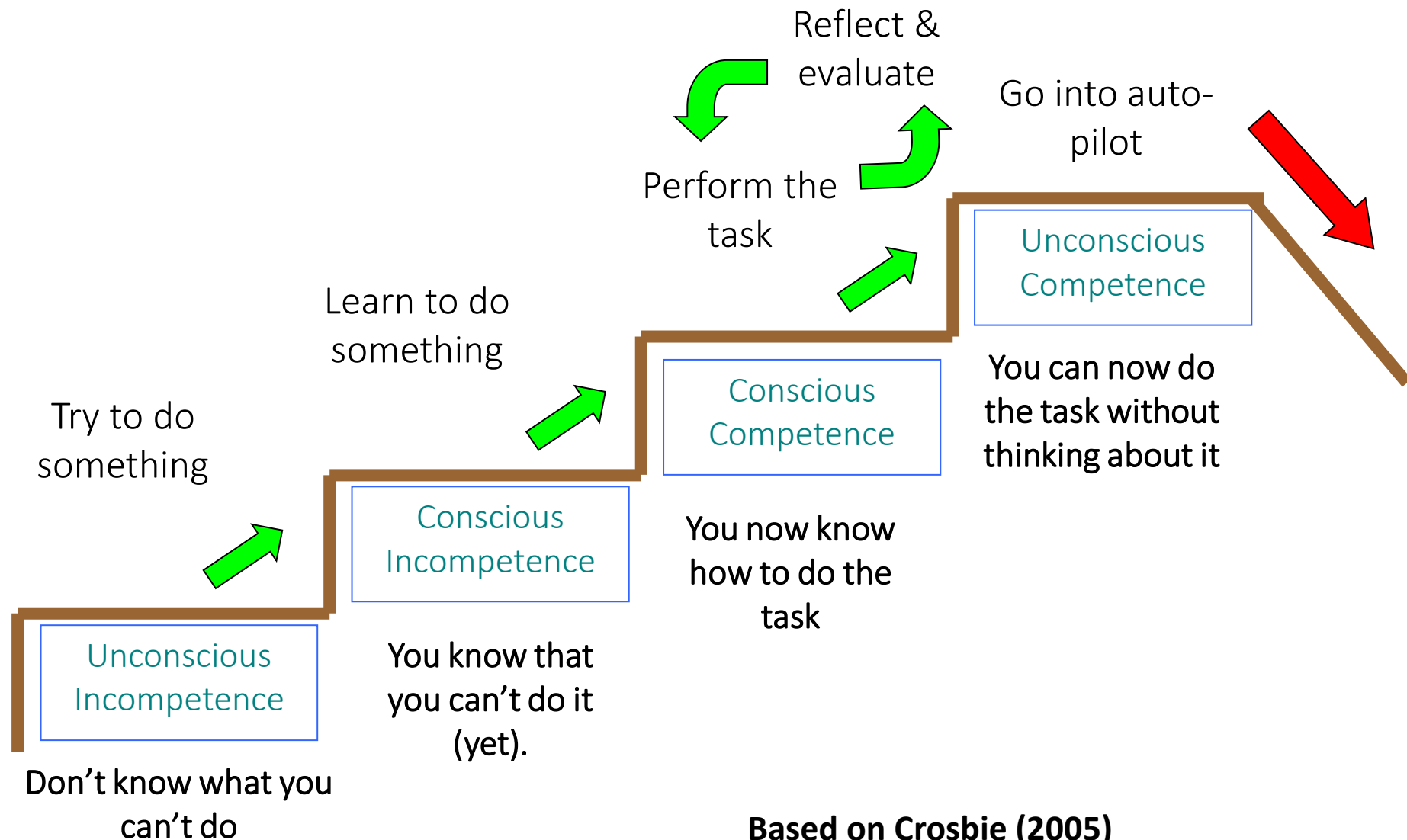
Reflective Practice

- CPD is also linked to reflective Practice, as such, it involves you taking time to reflect constructively about your skills and experiences
- This is known as reflective practice

**Life is about
choices.**
**You make a
mistake once,
it's a mistake.**
**You make the
same mistake
again, that's
a choice.**



The Four Stages of Learning



Based on Crosbie (2005)

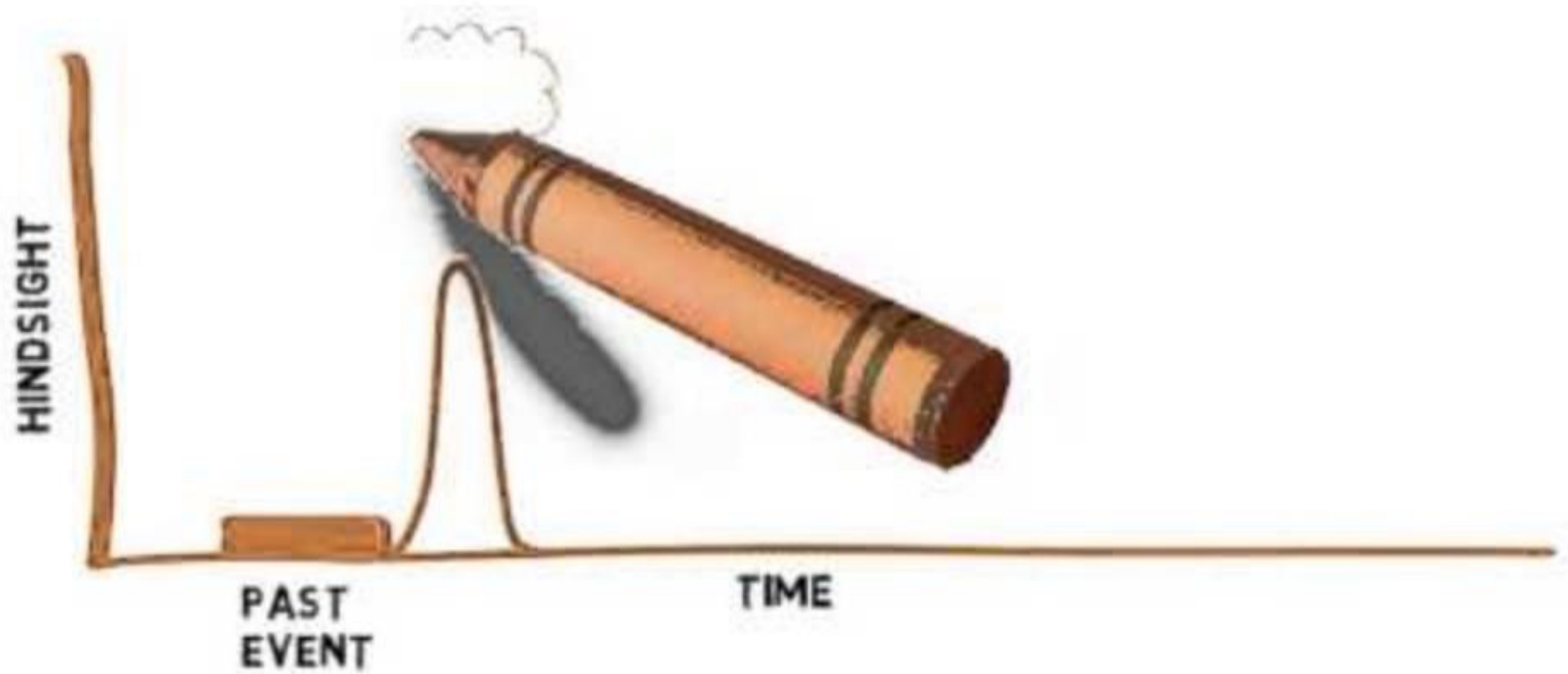
Reflective Practice

- Reflective Practice is a key part of many professions related to your fields of study, including;
 - Education
 - Social Work
 - Nursing
 - Youth work
 - Probation and Youth Justice
 - Counselling and Psychotherapy
 - Advice, guidance and pastoral work
 - Advocacy
 - and many others

Reflective Practice

- Thompson and Thompson go on to state that adopting a reflective approach gives the practitioner;
 - A greater sense of control making us less prone to stress
 - A higher level of confidence based on the fact that we are able to practice at a more advanced level
 - More job satisfaction and thus a higher level of motivation and morale
 - A spur to learning and thus a solid foundation for continuous professional development

(Thompson & Thompson, 2018, p. 143)

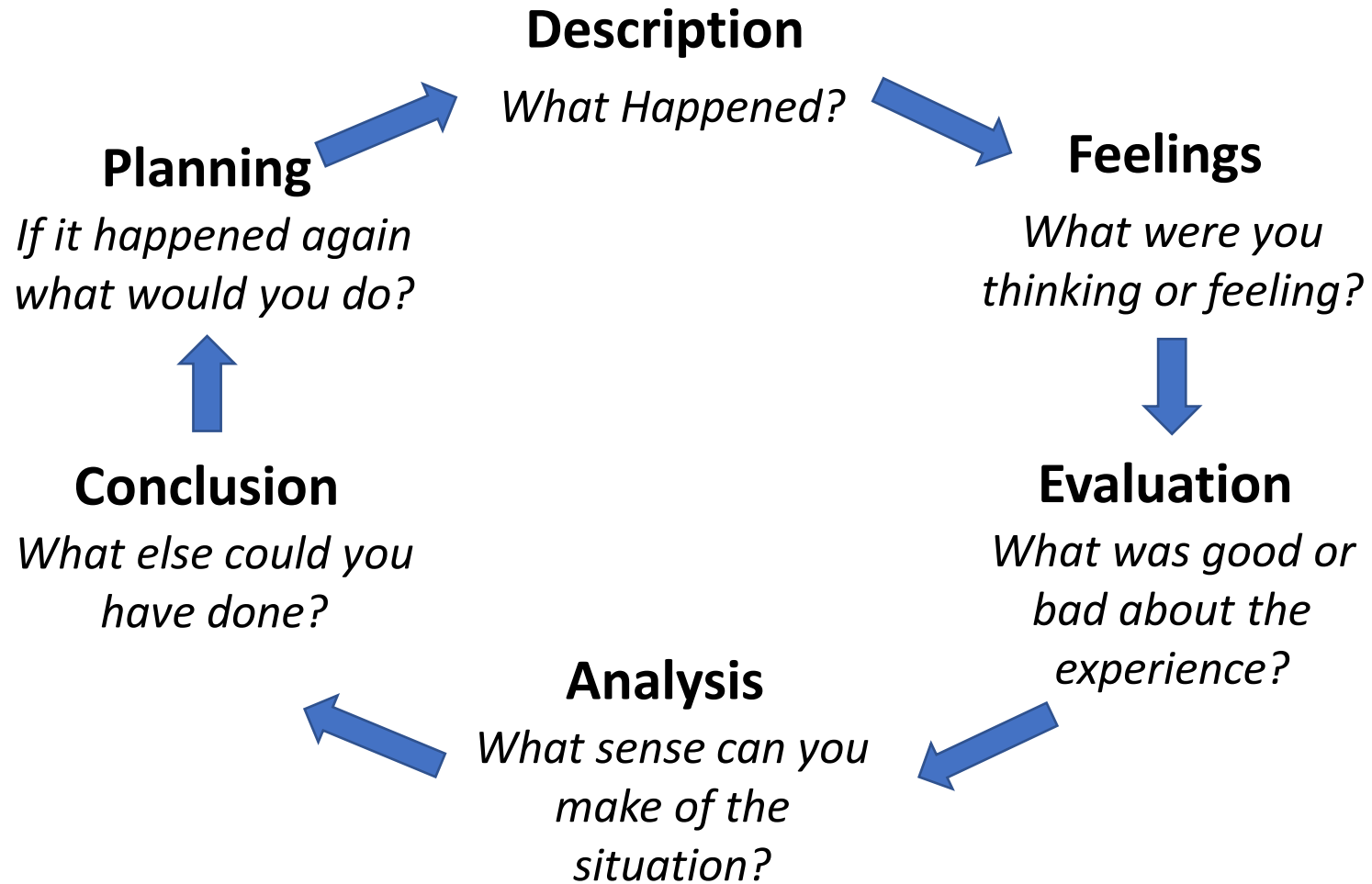


Reflective Practice Models

- There are any number of reflective models that have been created to help to structure the reflective process
- Each of these has a slightly different focus based on the intended purpose of the model
- One model of reflection that is often used in the professions that we have mentioned previously was developed by the social psychologist Graham Gibbs

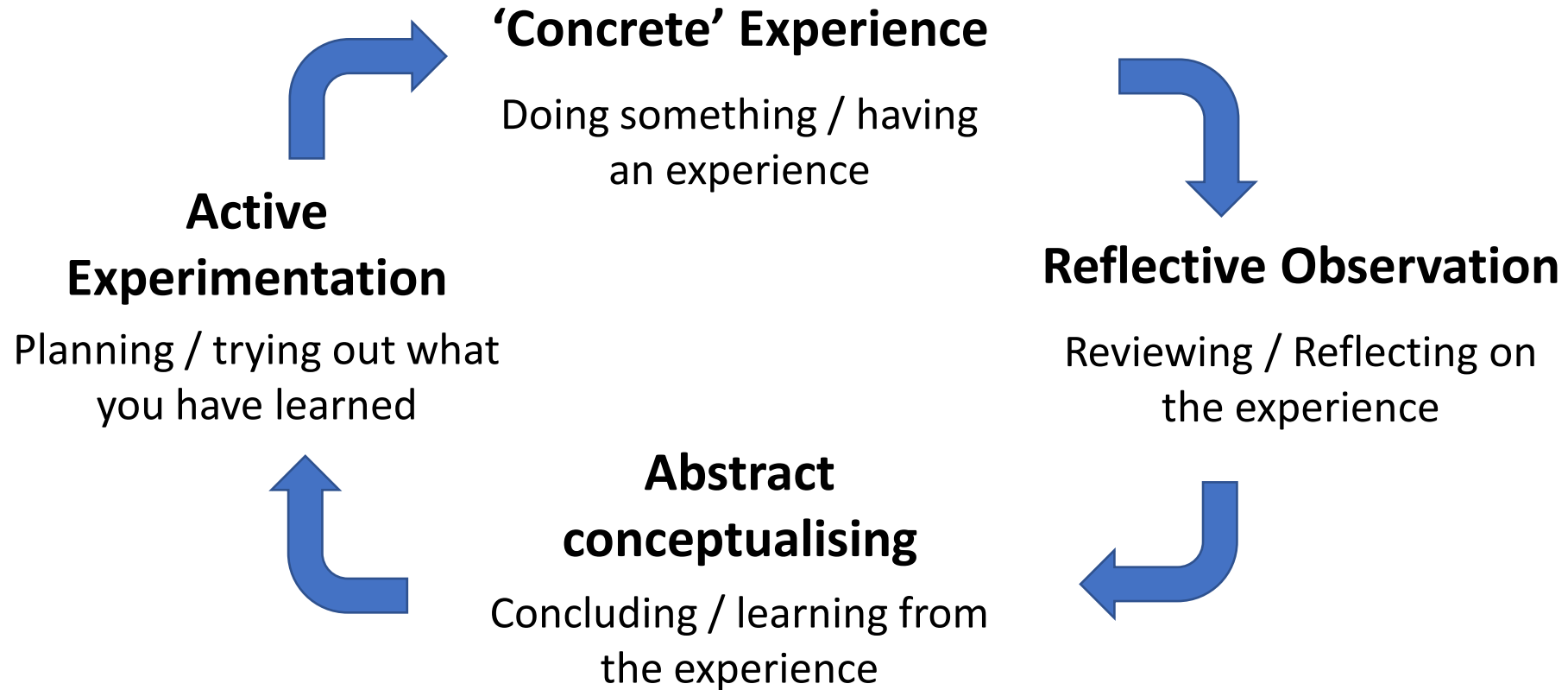
Models of Reflection

Gibbs – Reflective Model



Models of Reflection

Kolb – Experiential Learning



Models of Reflection

Boud et al – Returning to Experience

- Returning to experience – that is to say recalling or detailing salient events.
- Attending to (or connecting with) feelings – this has two aspects: using helpful feelings and removing or containing obstructive ones.
- Evaluating experience – this involves re-examining experience in the light of one's intent and existing knowledge etc. It also involves integrating this new knowledge into one's conceptual framework.
- What will I do differently next time.

Models of Reflection

O'Donnell et al – Reflecting for action

Observation of Experience

I found it difficult to.....



Reflection

What is this an example of? Conjecture #1, Conjecture #2, Conjecture #3



Information Gathering

What information do I need to understand what happened, who should I ask?



Decision Making

Given what I have learned what is the best explanation of what happened?



Evaluation

*What would be the best thing to
do if it happens again?*

Theorising Practice

- Reflection needs to be supported by theory otherwise it can be inconclusive or even counter productive.
- Thompson & Thompson argue that this allows us to look at our practice by 'drawing on knowledge'
- This knowledge might be knowledge that we already have or knowledge that we need to seek out in order to improve our practice
- Knowledge is aquired through training and research

(Thompson & Thompson, 2018, p. 17)

Theorising Practice

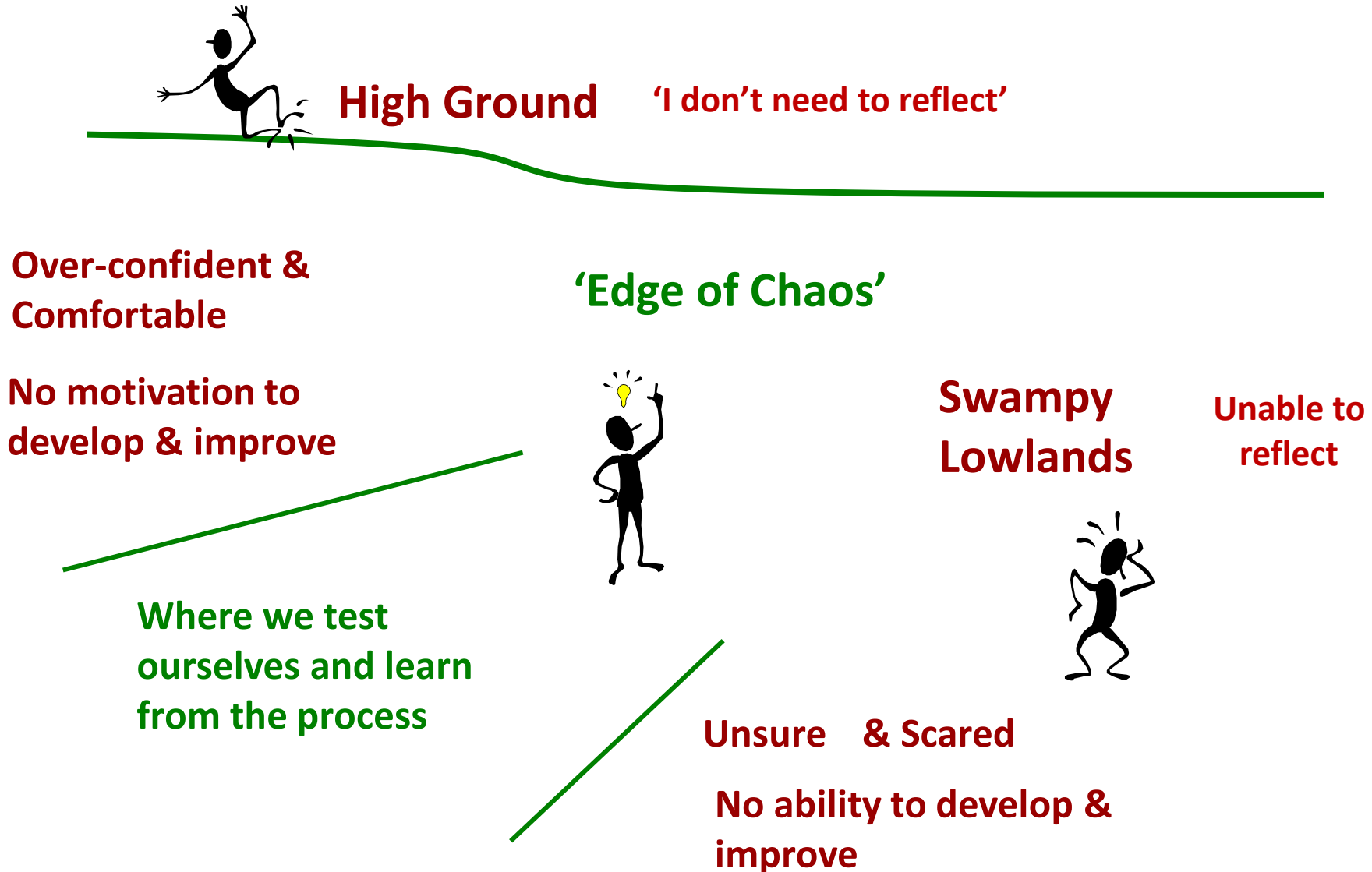
- This use of theory and research in the reflective process means that we develop our professional knowledge base
- As we develop our knowledge base this means that we can undertake reflection in different ways
- Donald Schön has identified three main ways of reflecting, namely;

Donald Schön

- Reflection-**on-action** – looking back objectively in order to learn from a situation and prepare us for future situations
- Reflection-**for-action** – this is using what we have already learnt to plan for future practice
- Reflection-**in-action** – this is using our professional knowledge and understanding while engaged in practice (N.B. this is the most difficult practice to develop)
- This last type of reflection is only possible if we are in the correct frame of mind and position to use all of our skills and knowledge ‘in the moment’

(Based on Schön, 1983)

Why are we reflecting?



Based on Donald Schön (2016)

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