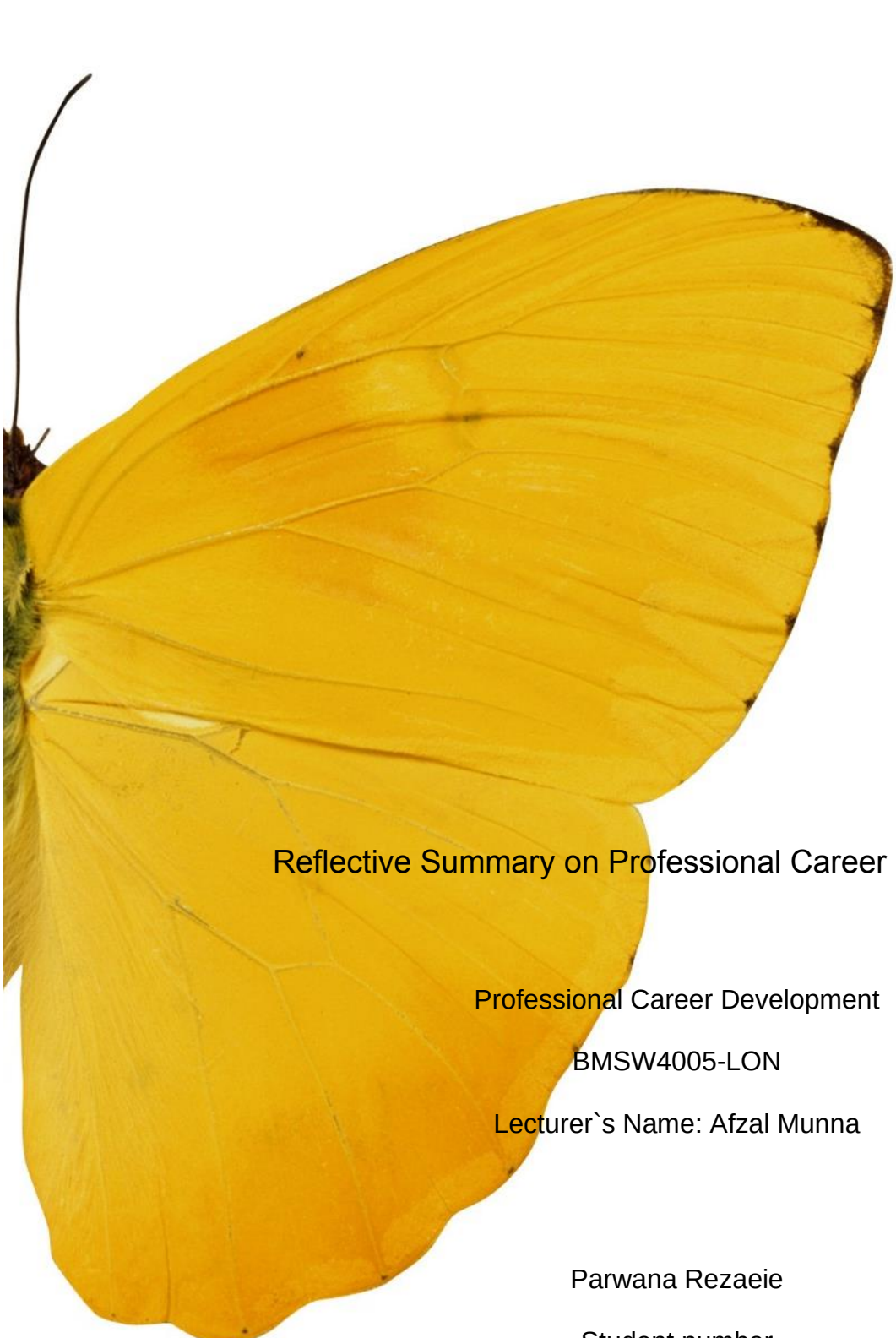




Reflective Summary on Professional Career Development

Professional Career Development

BMSW4005-LON

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Introduction:

The aim of this reflective summary is to express my views and experience regarding my role play and how I can improve my weakness to strengths academically, by improving my knowledge and skills accurately I will be able to develop myself according the career I have been chosen to work in the future.

Doing Role Play: It was very tough for me because I never been to an interview job before, it cause that I gained an experience similar in real situation, taking a deep breath and explicit belief in my mind help me to increase my productivity during role play presentation.

Dan Mason said, there are different types of job interviews, face-to face interview is the most common form of interview, telephone, video and assessment centres are other way of interviews. The interview process could be depended on the jobs we have been applying for, some jobs demand one to two hours until the process finished, but in some cases, we may face several interview formats overall the requirements process.

Career Planning: is all about education and training, on the other hand, it means having skills and knowledge of doing something in the same time. By creating or having CPD I can see my position better and prioritising my objectives and weakness I can achieve my aims and develop my weakness appropriately.

According to (Sharlyn Lauby) a Human Resource pro turned consultant, we should be doing five activities to elevate our careers.

- Being friend with machines, gaining digital skills fluency.
- Build our tribe, be willing to everyone when they need us.
- Make ourselves known, spending time on ourselves will increase our confident and gaining knowledge about other culture will reflect on our personal brand and reputation.
- Comedian Steve Martin said, “Be so good they can’t ignore you”
- Make sense, demonstrate our abilities to success in order to manage our changes.
- Keep it going, display our empathy and spiritual conception in our introduction with others and we should practise ethical behaviour in personal and professional lives.

she also said we should always think about our career plan and how we can be fit in a position when the opportunities came to us.

I used SMART methodology to explain about my career plan. The SMART method was introduced by Peter Drucker (1955) the aim of this method is to clarify the persons and company's goals. The Specific, Measurable, Achievable, Relevant, Time bound method will help me to have a better career plan for my future.

SPECIFIC

I want to be a maths primary teacher, I need to improve my English, maths and science.

Measurable

I set my targets and if I push myself, I will be a teacher In 4 years.

Achieve able

By attending to my class and hard work I will achieve what I need to improve.

Relevant

I achieved my English, maths and science level 2 degree, now I set my goals to achieve my GCSE.

Time bound

Hopefully by 2022 I will finish my university and after that I will do my PGCE to be a teacher by 2023

Before I introduced with SMART method, I created a table for myself and I use that table to follow my goals as a future career plan.

My aims that I Achieved them	Priorities	What activities Do I need to Do to achieve My goals?	What Support Do I need?	Date
Functional skills Level 1,2 English, maths Entry to University, Taking my Science GCSE.	GCSE English, Maths and Science. Finish my University Taking my PGCE to Become a Teacher	Taking Private English, Maths and Science Classes. Participate To my University Classes.	Taking Support from My lecturers And follow their advice. Get online Resource. Focus and do Hard work On myself.	2019 to 2020 2021 to 2022 2022 to 2023

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Description of My Skills and Knowledge:

I have some skills that will help me to be a good teacher in future and some of them need to grow/improve them. But, having a clear PDP will increase my confident and will help me to choose the right paths that will leads me to more success. By following the right directions, useful and brainstorming methods I will be able to achieve my goals for future. As I want to be a teacher in the future, I have some skills, knowledge and experience in regard with this career. I have skills like patience, good time management, empathy, teamworking and how to control bad situations in the class when things gone unnormal, But I need to improve my communication and IT abilities. To be a primary teacher I must increase and improve my knowledge about science, English and maths academically.

Jonathan Glazzard, who is a head of academic development of Trinity university in Leeds said, being a teacher is who has initial key strategy to move an increasingly school-led system. An excellence teacher will unlock all opportunities for student from all backgrounds to find and shape their own destiny.

PDP: is about having a personal plan. To improve myself better, step by step with my career plan I need to have PDP it will make me aware of my

weakness and my strengths where I need to improve where I have skills and abilities to outline my strategy and achieve my goals.

What I need To improve?	The reason of improving	How to Improve?	Impact of Improvement	By what date?
Communication Creativity IT Social skills	by improving creativity and IT I will be able to Teach in modern Ways. By increasing My knowledge About social Skills and Communication I will teach the Tasks more Easier.	By taking extra Classes like, drawing and IT. Reading Magazines and Books Watching Movies and Summarising Them in my Own words I Will be able To improve My weakness.	I will unlock Other Opportunities For myself And my Future career.	June 2021

SWOT: is about your Strengths, Weakness, Opportunities and threats. I can use SWOT methods to analysis my internal and external behaviour. By using SWOT method, I will be able to change my weakness to strengths use that opportunities to improve my skills also threats it in a good way. I always use the SWOT methods at home to threat my children behaviour it gives me the opportunities to see my children weakness at home and school. I always track my knowledge, weakness and how to threats them by giving a specific deadline to them also it gives me more opportunities to improve.

Strengths

Having my
English, maths
and science
Certificate
Work experience
Study in
university

Weakness

IT skills
Communication
Lack of
confidence to
Express my view

Opportunities

Find better jobs
Promote my
position
Having more
Facilities at work

Threats

Lost my job
Cause lots of
issues at work
and social life
Facing problems
everyday

Johari Window: The **Johari Window** was invented in the (1950) by Joseph Luft and Harrington Ingham, the aim of this model is to give us personal awareness. The model has four technique that can improve our knowledge by sharing, exchanging our ideas and asking question s from our friends and colleagues to describe our personality as their own point of views. There are four areas that **Johari Window** covers which helps individuals to have better understand about their relations with others and themselves.

Open Area: this area represents things that others and I know about myself, like my car colour my educational degree, how many kids do I have etc.

Blind Area: this area is unknown by me but known by others around me. This area cloud be negative or positive or an area for my improvements. I can have a better idea about my blind area when I received feedback from others, that will help me to be aware of things that I have not been before.

Hidden Area: what I know about myself and do not want others know about it. For instance, I can hide my feeling about my neighbours, my boss or anything else, the reason why I am hiding my feeling about them are that I do not know their reactions and opinions regarding that problems or my issues.

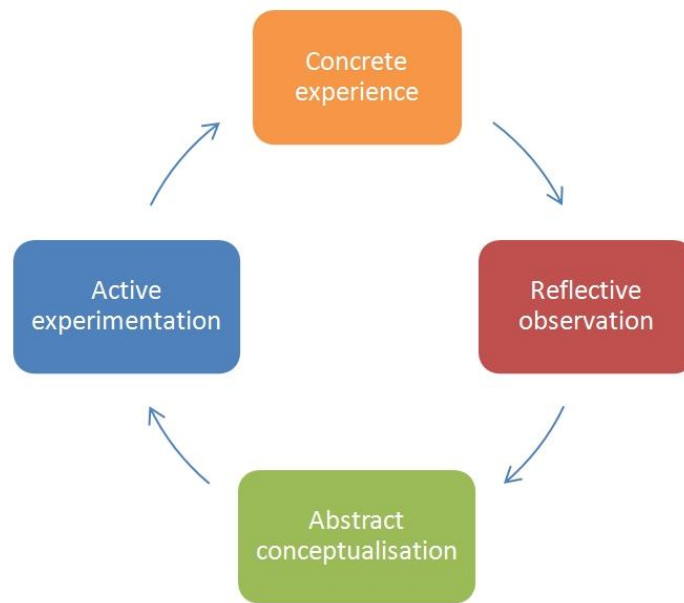
Unknown Area: my behaviours, reaction or motivations that are unknown for me also unknown by others as well.

However, I cloud tackle my subsistence as part of them to become visible in the future. I create a Johari Window for myself by asking question from my old friends, by getting their advice and suggestion I created this Johari Window to have a better a clear idea about my own personality, I will/can improve my unknown area and hidden area by having a bright aims in social and career life. According to Janse B (2020), Johari Window referred to self-awareness model as an expanded of inner intelligence and it can work as an information processing aids.



The Theory of Reflection: There are two reflective cycle model that each one of them have their own analysis and evaluation. The Kolb's reflective (1955) model referred to as "experiential Learning". This model stood according to our own experience, which is then analysed, reviewed and evaluated methodically in three stages. Once this process has been completed the new experience will be starting point for another cycle.

- **Concrete experience:** at this stage I need to describe a specific situation that I have been through with it a situation that I gain experience physically. Then I need to reflect systematically about that state I experienced, what I see, how I feel and what I think, in order to improve my existing skills and knowledge.
- **Reflective observation:** at this point I need to write down the description of that experience and reflect more deeply on what has been happened.
- **Abstract conceptualisation:** at this point I need to find different ways of strategies in case, if I again been through with similar situation.
- **Active experimentation:** at this final stage I need to put what I have learnt into practice. This experience in the active experimentation become the new concrete experience.



Reflective Model According to Gibbs: this model has several stages. Gibbs (1988) explained different aims about his cycle in order we do not jump to conclusion quickly, using this model in our reflective writing summary will slow down our thought processes and we can go as deep as possible to take the right action (Dr Nicole Brown 2017).

Description: at this step I need to describe the situation with very deep details as possible and try not to jump quickly to conclusion, just I need to keep it descriptive.

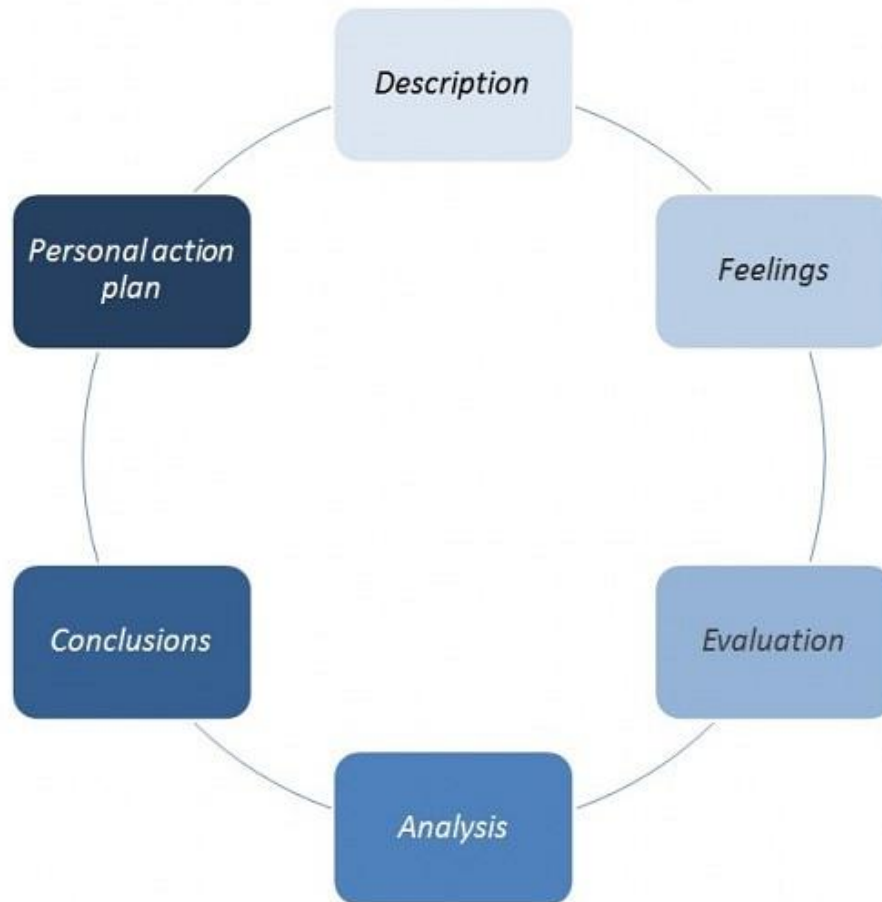
Feeling: I need to explain my emotional feeling depend the situation that I gained experience about it. When I express my feeling, I should consider about others how they reacted and felt about my reaction and feeling.

Evaluation: I must explain what was bad or good about that state, at this stage I need to be more objective and consider in additional to compare my views and ideas with others. This will help me to understand about others feeling to my own was it bad or good for me, or if it was a good or bad experience for others as well.

Analysis: I need to make sense of what has been happened I have chance to aspects every different target and extract meaning from each part.

Conclusion: at this step I need to summarise the outcomes, where I take action to improve in future where I need more skills and knowledge to gain for myself in future.

Action Plan: I need to make plan and think differently in a similar situation next time. I should focus more at this stage and take it particularly seriously.



Conclusion: Throughout the evaluation of this subject, it was very helpful to me as I understood different types of finding my strengths, weakness and how I can improve my career better. In additional Johari Window help me to identify my blind and hidden area, that are really playing an important role in my life. To conclude now I have knowledge and idea about finding my ideal job also how I improve career plan and skills.

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