

Professional Career Development

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Introduction

In this report I will be reflecting on the role play I took part in and career development planning, displaying and reasoning of my skills and skills gap. Also, my own career goals and experience.

Reflection on the role play

In the role play I was acting as a manager in a hair salon looking for an employee, and had to ask my role play partner interview questions as he was playing the part of a hair stylist applying for the job role as a hairdresser.

Then we switched roles, Me and my partner had good communication by email in the beginning and we both knew what we had to do and the questions we were going to ask each other.

I was all prepared on the day of the role play test for the questions he sent me and what I rehearsed to only be shocked that the questions he was interviewing me with was not what he previously sent me.

I had to try my best to answer questions I weren't prepared for as best as possible, it was also questionable that after I sent him my questions by email that's when he changed his at the last minute with added extra similarities to mine.

This left me feeling disheartened, disappointed confused, frustrated, upset and anxious, it was so inconsiderate and unprofessional on his behalf.

When I confronted him about it, he told me that he sent me the new questions days prior and I told him that he couldn't off because I'm always checking my emails, I would of sore it and there was nothing there.

At the end of the day I checked my emails to see that he sent me the new questions at 4am the same day of the test there is no way that would have been enough time to prepare myself for the new questions.

Theres nothing I could have done different because the unfortunate situation was out of my control.

Career Development Planning

My career development plan is to continue studying at UWTSD so I can go onto BA Leadership and Management level 5 & 6 course, this will allow me to get a better qualification which will give me the opportunity to get a better paid job and have choices of where I want my career to go.

“Career development is the lifelong action of work, managing, leisure learning, and transitions in structure to move towards a personally determined and developing preferred future.

In educational development, career development will provide me as a student, focus for selecting a career or subjects to undertake in the future. usually educational institutions offer career counsellors to assist students with their educational development.

Now I have a clear idea of the direction I want my career to go in, it is important that I also have a career development plan to help me excel in the future and in my chosen field.

A career development plan will help me develop specific career goals and map out the course for me with the tools that are the best fit to reach my goals, to help me on my career development journey.

With any plan, I want to set goals that are going to help me follow through with my goal to a successful completion. One of the most vital steps in my career development plan will be to determine my overall career goals.

This is going to help give me a career plan, purpose and direction. These are things I'll be mindful of while forming my goals for my career development plan.

I will set goals for myself that are both short-term and long-term goals that I will be able to feel as if I am unlocking achievements as I go along.

I will make Specific goals that will be easier for me to achieve rather than broad statements of hope. For instance, I will write down specific positions that I hope to hold in my field. I can make a list of the things I want my career to fulfil and certain needs I hope to meet.

Once I write down my goals and objects, I will ask myself questions about them. This will help me get a greater understanding of the route I want myself to go in. I will ask myself:

- Why do I want to reach these goals?
- How will my career be different once these goals are met?
- How will I know that I have accomplished this goal?

I will assess my Current Position where I am right now in my career. Where I want to go from here
Determining on where I stand at this moment in time will help me develop the perception I need to move

towards my goals “(www.thebalancecareers.com, steps to create a career development plan, November 03,2019).

“I can make a list of the skills and the areas of knowledge that I have now, I will also make a list of my past work experience that I have that is relevant to my current situation.

I can go over my strengths and weakness and how they relate, help, or hinder my chosen career path.

I will allow myself to have options when creating any type of goal, it is significant that I give myself options. There can be more than one way or path to take to achieve my goal.

I should be able to find various options that can help me bridge the gap between my career goal and my current status. I will develop skills that I need to get to where I want my career development plan to take me. I will brainstorm ways to develop myself in my current position.

One of my next steps will be to write out my career Development Action Plan, once I have all my ideas and thoughts in mind for my career development plan, I will start to build my action plan.

Making my action plan will be the most concrete part of my development plan for my career, my career development action plan will clearly indicate the steps I want to take to achieve my goal.

I will make a timetable for when and how I want to take steps to achieve my goal. I will allow room for flexibility, alternate options, and external factors that could change up the process.

I'll also make notes of hurdles or barriers that I may face that could prevent me from achieving my career development plan goals. When I recognise these barriers, I will write down ways and steps that I can take to overcome these hurdles"

(www.yourarticlelibrary.com, career planning, May 10,2016).

“I will think about the smart acronym when designing my career development plan goals. smart goals are ones that are specific, measurable, manageable, actual, and time bound.

I will write down my primary career interest identifying any long-term professional goals I have like owning my own business in the hair and beauty industry, so I will pick up some more communication and listening skills to handle clients.

This will allow me to communicate effectively with my coworkers and clients. The consultation can be the most important part of a client's appointment.

It will set the tone for the remainder of the appointment. Once I understand what a client wants, I will be able to deliver great customer service and hair care results.

By me delivering and receiving clear information will increase workplace effectiveness. Setting a career goal to improve my written, interpersonal and verbal communication skills.

Written communication is another significant professional development goal for me to work towards. Before i send an email, I should proofread it make sure that it is clear and free of errors and concise.

I will enable the automatic spell checker on your web browser so each email I send is more likely to be error free and professional looking” (www.uk.jobrapido.com, career development, December 08, 2018).

Flexibility is another skill I will need as I will need to be flexible and willing to work with clients. I would like to show that I am team player in the salon to show my fellow hair stylists that I'm easy to work with and ready to offer a helping hand.

I will need to have some sort of physical stamina when working in a salon because often there will be long hours on my feet. And the better overall shape I'm in the better I'll be able to enthusiastically handle whatever the day may throw my way in the hair salon.

Identifying any short-term goals that will be helpful in contributing to my long-term interests and goals for my career. Also, any activities that I can do to help me reach each of my career goals.

When writing these down I will specify how and when I want to complete each of these activities, with any resources I may need to help me get there, and when I want to start and finish these tasks.

Why career development goals are important

“Career development goals are objectives to improve my skills and determination. I will combine my personal interests with skills or production goals to achieve success at university/work.

By Setting career development goals strengthens skill improvement. I may change careers based on my new abilities. Creating goals for me to achieve over a set time gives me the initiative to work hard, be motivated and advance in my role.

Career development goals may make my career easier as I become quicker and more productive based on what I learn. Me Setting professional development goals show that I want to excel.

A great career development goal is me earning a professional degree in my related field. By me continuing education will improve my current skills and can help me later in life if I want to apply for a promotion or change careers.

Some managers offer professional development programs to support in the growth of their employees. you can ask your manager or human resources representative if their company has a professional development program so you can continue to learn industry-related skills” (www.indeed.com, 10 career development goals, July 07, 2020).

“By enhancing my networking skills increases my chances of experiencing new opportunities. I can begin networking by talking to other students or speaking with friends, family.

Another way I can network is by attending professional events where I can meet new people with similar interests as mine.

Some networking events centre around learning more about a new aspect of an industry. Not only could I improve my business-related knowledge but also build a stronger professional network”(www.toggle.com, examples of career goals, August 19,2019).

Conclusion

With the skills I have gained and my career development plan, I can put it into practice when I go into a workplace environment and it will give me the confidence to work in a team or solo knowing that I can meet deadlines and achieve my end goals.

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