Individual Development Plan (IDP)

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Faculty of Graduate Studies & Research
Think about career options early in your program
All graduate students must complete:

• 8 hours of Professional Development Training
• Individualized Professional Development Plan (IDP)
Why the PD Hours & IDP

There has been global recognition that successful graduate programs must assist Graduate Students and Postdoctoral Fellows transition into all sectors of work, including academia, whether as employees or entrepreneurs.
Opportunity to acquire skills that complement the disciplinary knowledge and technical skills of any graduate program.
IDP

Broader Context

• Commonly used in workplace
• Tool to assist employees in career and personal development
  • help set and achieve short and long-term career goals
• improve current job performance

Image: http://ontargettalent.com/individual-development-plans/
Why the IDP UofA Pilot

Students/post-docs who complete IDPs felt

• more productive
• completed programs sooner
• more prepared for the job market

Image: http://tech.co/why-use-social-media-2014-06
Purpose

Individual Development Plan

Tool designed to guide you through planning for your

• program of study
• future after your graduate program or postdoctoral fellowship

Purpose

Individual Development Plan

• Open dialogue with supervisor about PD and career paths
• Think about and plan different career paths
• Reevaluate projects (what is really needed?)
• Gain mentorship to help navigate different career options
• Translate skills gained in grad school/post-doc for various career paths

Image: http://www.in-solve-ncy.co.uk/business-owner/formal-insolvency/administration/the-statutory-purposes-of-administration/
Non-disciplinary Competencies Identified by Employers and UA Alumni

- Creativity
- Communication
- Collaboration
- Scholarship
- Confidence
- Critical Thinking
- Ethical Responsibility

Purpose

Focus on 7 Competencies

• Identify competencies at which you excel
• Identify gaps/areas of improvement
• Make a plan to fill gaps

Completing YOUR IDP

1. Identify Career Paths

• Research possible career paths
• Look at possibilities in business, industry, gov’t, not for profit, and academia
• Identify at least 3 possible careers

Image: https://www.postgrad.com/advice/postgraduate_careers/career_path/
1. Identify Career Paths

Ask yourself:

- What are my long and short term goals?
- What would a sustainable career path look like?
- What required skills do I need to develop or cultivate?

<table>
<thead>
<tr>
<th>Career Path</th>
<th>Reasons</th>
<th>Skills Required</th>
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Resources for Career Options

- Career Centre at University of Alberta
- Speak with faculty members
- LinkedIn
- Society/Associations/Organizations in Discipline
- Alberta Learning Information Services (ALIS)
- North America Industry Classification
- National Occupation Classification
- US Department of Labor
- What Can I Do With This Major - [www.isu.edu/career/majors/default.html](http://www.isu.edu/career/majors/default.html)
- [www.jobbank.gc.ca](http://www.jobbank.gc.ca) (Government of Canada)
- [www.jobs.alberta.ca](http://www.jobs.alberta.ca) (Government of Alberta)
- [www.academia.edu/Jobs](http://www.academia.edu/Jobs) (Academic, Research Assistant, Postdocs)
- [http://www.universityaffairs.ca/search-job/](http://www.universityaffairs.ca/search-job/) (University Affairs Academic job postings)
Completing YOUR IDP

2. Self Assessment

- Gage your skills
- Monitor competencies you already possess
- Identify skills gaps

Creativity is closely tied to critical thinking and it impacts the extent to which you to push disciplinary boundaries, solve problems effectively, and “think outside the box.” Creative thinking is also about your ability to balance logical thinking with creative energies. This balance allows your ideas to be developed, reimagined and marketed.

<table>
<thead>
<tr>
<th>Career Path(s)</th>
<th>Role of Creativity</th>
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2. Self Assessment

Creativity

**Actions:**

<table>
<thead>
<tr>
<th>Self Assessment: Step 2a – Creativity</th>
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<tbody>
<tr>
<td>Creativity is closely tied to critical thinking and it impacts the extent to which you to push disciplinary boundaries, solve problems effectively, and “think outside the box.” Creative thinking is also about your ability to balance logical thinking with creative energies. This balance allows your ideas to be developed, reimagined and marketed.</td>
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**What role(s) do you think creativity plays in each of your career paths?**

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<th>Career Path(s)</th>
<th>Role of Creativity</th>
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</table>

**Please rate your creativity skills on a scale from 1 (lowest) to 5 (highest):**

<table>
<thead>
<tr>
<th>Ability to</th>
<th>Rating</th>
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<tbody>
<tr>
<td>Problem solve using new solutions/approaches</td>
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<tr>
<td>Verify workability of creative ideas</td>
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<tr>
<td>Develop and implement creative ideas</td>
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<td>Innovate</td>
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<td>Collaborate creatively within a team</td>
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<tr>
<td>Make connections among diverse ideas</td>
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<tr>
<td>Balance logical and creative thinking</td>
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<tr>
<td>&quot;Think on your feet&quot;</td>
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<tr>
<td>&quot;Think outside of the box&quot;</td>
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<tr>
<td>Pose new research questions</td>
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<tr>
<td>Push disciplinary boundaries</td>
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<tr>
<td>Answering questions at a conference</td>
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Completing YOUR IPD

3. Timelines

• Develop timeline
  • completing program, including academic milestones and career goals
• Plans for how you can tailor program to develop competencies
Timeline

Enrolled in Graduate Program

Year 1
- Academic Requirements
- Course Work
- Ethics
- Research Proposal
- Data Collection
- Annual Committee Meeting

Year 2
- Academic Requirements
- Candidacy Requirements
- Publish 1st Paper
- Annual Committee Meeting

Years 3-5
- Academic Requirements
- Publish 2-4 More Papers
- Annual Committee Meeting

Professional Development
- Create LinkedIn Profile
- Take PD Seminars
- IDP

Professional Development
- Take PD Sessions
- Identify Career Goals
- IDP

Professional Development
- Network IDP
Long term Goals | Example

- Winter Semester
  - Complete 2 more courses, hand in research proposal, complete on-line course on MyGradSkills - Entrepreneurship and New Venture Creation
- Summer – Start research collection
- Fall Semester
  - Complete last courses, analysis of research, find position on a committee

Image: https://anyaworksmart.com/2012/12/03/why-do-you-need-long-term-goals/testing/
# Short Term

<table>
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<tr>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thurs</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
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<tbody>
<tr>
<td>Class</td>
<td>Class</td>
<td>Class</td>
<td>Class</td>
<td>Ski Class</td>
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<td>Fitness</td>
<td>Fitness</td>
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<tr>
<td>Supervisor</td>
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<tr>
<td>Get research papers</td>
<td>Research proposal</td>
<td>Research proposal</td>
<td>Research proposal</td>
<td>PD – Leading seminars</td>
<td>Research proposal</td>
<td>Family All Day</td>
</tr>
<tr>
<td>Study</td>
<td>Study</td>
<td>Study</td>
<td>Study</td>
<td>Work</td>
<td>Tutor</td>
<td></td>
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</tbody>
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January-Week 1
Timeline Considerations

• Courses
• Research Proposal – How will I collect data? Ethics approval?
• Research - How long to generate data? How long to analyze?
• Ethics Training
• Working
• Teaching

Image: http://www.martechadvisor.com/articles/5-key-considerations-for-selecting-a-content-marketing-solution-that-works/
Timeline considerations

• PD – What are my strengths/weaknesses.
  Strategy to fill gaps?
• Skill development time/attend PD seminars
• Candidacy Preparation (Doctoral)
• Candidacy Exam (Doctoral)
• Writing your thesis and publications
• One month for committee to approve thesis before exam
• One month thesis with External (Doctoral)
• Final Exam (Defense)

Image: http://www.martechadvisor.com/articles/5-key-considerations-for-selecting-a-content-marketing-solution-that-works/
Timeline considerations

- Children
- Care for elderly parents
- Spouse/Partner
- Personal Goals
- Exercise/healthfulness

Workshop Activity
5 minutes

Begin to map out the timeline for your program completion, allowing for the development and implementation of your IDP.

HINT: Start with when you want to defend and work backwards. Don’t forget to think about the “timeline considerations.”
Completing YOUR IPD

4. Evaluate

• What is working well and what needs to change?
• What skills do you still need or want to pursue?
Completing YOUR IPD

4. Evaluate
   • Review and revise with mentor(s)
   • Meet frequently with mentor(s) to assess progress, expectations, changing goals
   • Take initiative to volunteer, job shadow, network

FGSR Website
• PD and IPD Information
• Resources
• Workshops Listings
• Graduate Teaching and Learning Program
• MyGradSkills
• Internships Info
• Outreach Program

https://uofa.ualberta.ca/graduate-studies
Questions!!