

# Attend | Learn | Grow

## Taking Your Career to the Next Level

**4th Annual Professional Development Days!**

**May 23-24<sup>th</sup>, 2018**

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# Session Topic

As Project Managers, we find ourselves looking to expand our skills and increase our general knowledge and business acumen for a variety of reasons; to stay marketable, to perform our jobs well, to satisfy our own personal life-time learning goals, etc.

But there are can be challenges to meeting our development objectives, such as the amount of time and financial resources at our disposal. In today's economy, education budgets within many organizations are limited, and personal budgets must stretch to meet family demands.

This break out session will explore self-directed low and no-cost educational and developmental options that can work in our professional and personal schedules.

# Where do I focus?

Advancing  
PM Skills

IoT/IloT

Cloud  
Svc

Agile?

Big Data?

Finance?

Cyber?

Certifications?

Lean 6 Sigma?

Contracts?

Presentation  
Skills?

AI?

Product  
Mgt?

PDUs?

Business  
Cases?

PowerPoint  
Skills 😊

# Self Assessment

- Knowing where we want to grow our talents will help us determine how we get there
- We can use our own personal development and career goals, observations of the job market, any feedback that we've received for opportunities to improve, etc. to identify our learning objectives
- Many of us are already doing this exercise as part of an existing performance management process

# Self Assessment

- As we identify areas for development, consider;
  - Reasons for Selecting? e.g., marketability, advancement potential in current job, personal interest, etc.
  - Skill level Target? e.g., Awareness, Working Knowledge, Expert
  - Time available for learning?
- Prioritize – we may all have different criteria on how to do this
- Plan - because that is what we do!



# Carolyn – Development Areas

Area for Development	Skill Level Target	How can I get there?	Notes
PowerPoint	Intermediate	online free course	<a href="https://www.udemy.com/mastering-microsoft-powerpoint-made-easy-training-tutorial/">https://www.udemy.com/mastering-microsoft-powerpoint-made-easy-training-tutorial/</a>
Lean 6 Sigma	Awareness - Yellow Belt	online free course	<a href="https://goleansixsigma.com/free-lean-six-sigma-training/">https://goleansixsigma.com/free-lean-six-sigma-training/</a>
CyberSecurity	Awareness	online free course	<a href="https://www.edx.org/course/introduction-cybersecurity-uwashingtonx-cyb001x">https://www.edx.org/course/introduction-cybersecurity-uwashingtonx-cyb001x</a>
Agile Methods	Working Knowledge	Books	TBD
Agile Methods	Working Knowledge	online free course	Reviewing options

# Talent Development Opportunities

- Workplace Opportunities
  - Study groups
  - Existing collateral, such as online learning
  - Lunch and Learns
  - Coaching and Mentoring
  - Make your interests and goals known
  - Volunteer to help in areas where you want to grow

# Talent Development Resources

- Books
  - Existing office and business collections
  - Public Libraries
  - Free Online publications



# Talent Development Resources

- Podcasts, webinars, blogs
  - There are numerous online resources available; look for recommendations within your network and from colleagues to help navigate to quality information for the subjects that interest you

# Talent Development Resources

- Free/Inexpensive Online Courses
  - There are sites where you can take complete courses for free or for a small amount;
    - <https://www.edx.org/>
    - <https://www.coursera.org/>

# Earn Free PDUs

## Free

- PM Podcast
- People and Projects Podcast!
- AIG On Demand Webinars
- Free project management webinars from TidalShift

# Low Cost PDUs

## Low Cost

- PMI website (for members)
- Advanced Project Management e-learning edition
- Essentials of Project Management, e-learning Edition

# Summary

- We have resources that we can tap into that can accommodate our development goals, schedules, and budget
- Use your colleagues and your networks to help each other, and to get recommendations for reading, webinars, online courses, and other learning aides

# Acknowledgements

- Evan Sommerville – Mariner Innovations
- David Whelbourn – ONB
- Anthony English – Mariner Security Services

# Wrap Up

- Questions?
- Comments?
- If you would like a copy of the online resources mentioned during the presentation, please email me;

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