DEVELOPING YOU:
ADOPTING A WHOLE-SELF APPROACH

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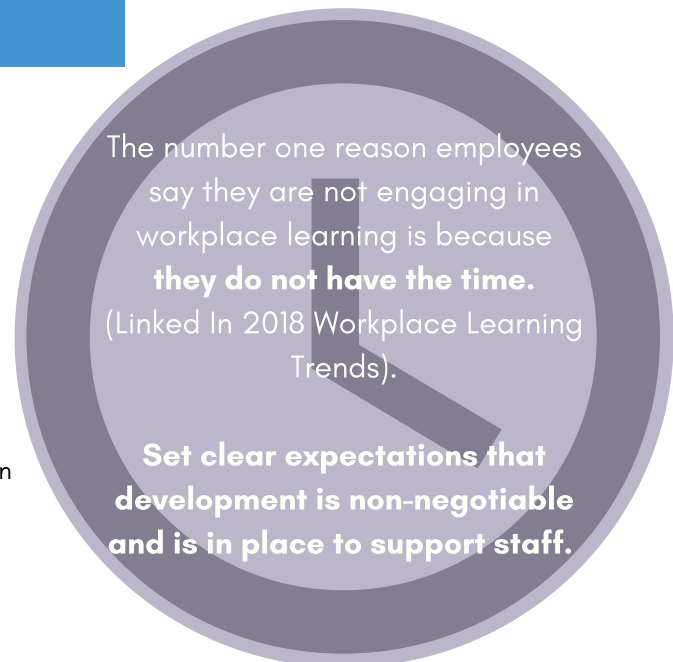
DEVELOPING YOU

A Whole Self Approach to Development

Adopt a 'whole self' approach:
– Effective development requires organisations to look at an individual's needs holistically.
– Development areas should balance curriculum centred 'professional' training with personal growth.

What are 'personal skills'?
– 'Personal skills' sometimes referred to as 'soft skills' are the strengths within yourself that make you who you are.
– They influence how well you can work or interact with others. They affect how you approach, assess, and respond to situations.

The number one reason employees say they are not engaging in workplace learning is because **they do not have the time.** (Linked In 2018 Workplace Learning Trends).

Set clear expectations that development is non-negotiable and is in place to support staff.

Personal development relates to pupil outcomes

It may seem a natural choice to prioritise curriculum-based development due to the obvious link to pupil outcomes however 'personal skills' can also have a direct impact on the quality of education provided. The World Economic Forum Future of Jobs report suggested that by 2025, **complex problem-solving, critical thinking, creativity, people management and emotional intelligence would be among the most important skills required in the workplace.**

HOW TO PRIORITISE PERSONAL DEVELOPMENT

STEPS TO SUCCESS

1. Schedule in regular conversations about personal development.

2. Expand the learning opportunities to include 'personal skills'

3. CPD/Learning and development policy

4. Acknowledge the 'time barrier'

Productivity, self-confidence and the quality of teaching can all be positively affected by the right approach to learning and development.

1) Schedule regular conversations about personal development

Staff appraisals offer a great opportunity to set goals and diarise CPD for the upcoming year. In addition, hold regular conversations around staff's needs as they evolve.

2) Expand to include 'Personal Skills' in CPD

All training needs to ultimately link to school priorities however it is important to strike a balance between mandatory, subject specific training and training focused on the individual. Empower all staff to research and identify development opportunities that benefits their specific roles and log these requests on a Development Tracker. We have included an example.

3) CPD/Learning and development policy

Create a Learning and Development policy. Set clear expectations that development is non-negotiable and is in place to support staff.

4) Overcome time barriers

E-Learning - offers flexible bite sized modules to complete independently.

Coaching, peer to peer support - Share best practice, build a community of support in your school.

EXAMPLE PERSONAL SKILLS TRACKER

Name:

Position:

Academic Year:

BUILDING RESILIENCE

Completion date: _____
CPD Activity:

TIME MANAGEMENT

Completion date: _____
CPD Activity:

MANAGING STRESS

Completion date: _____
CPD Activity:

COMMUNICATION SKILLS

Completion date: _____
CPD Activity:

CREATIVITY

Completion date: _____
CPD Activity:

MANAGING STRESS

Completion date: _____
CPD Activity:

COPING WITH CHANGE

Completion date: _____
CPD Activity:

DEVELOPING A POSITIVE MINDSET

Completion date: _____
CPD Activity:

MANAGING CONFLICT

Completion date: _____
CPD Activity:

LEADERSHIP

Completion date: _____
CPD Activity:

CRITICAL THINKING

Completion date: _____
CPD Activity:

EMOTIONAL INTELLIGENCE

Completion date: _____
CPD Activity:

If you would like an editiable version of this tracker please contact your Wellbeing and Retention Advisors at
kent.teach@cantium.solutions

FINDING AND LOCATING SUITABLE COURSES

DEVELOPING YOU

'EVERY TEACHER NEEDS TO IMPROVE, NOT BECAUSE THEY ARE NOT GOOD ENOUGH, BUT BECAUSE THEY CAN BE EVEN BETTER.' -DYLAN WILIAM

Once you have identified an indivdual's development needs and discussed the most appropriate delivery method there are an abundance of courses available.

The courses below focus on developing 'personal skills' specifcally.

TRAINING COURSES AND WORKSHOPS (ONLINE GROUP COURSES AND BESPOKE SCHOOL SESSIONS)

Positive Mindset and Language
Cantium Business Solutions

Our training provides everyone with practical templates and approaches to achieving a positive mindset and helping others stay positive through the language we use; from understanding how to recognise negative emotions and behaviours to being able to say "no" in a positive way.

☑ Coping with Change

☑ Building resilience

☑ Positive mindset.

Driving High Performance through Appraisal
Cantium Business Solutions

Our courses in Appraisal will enable your organisation to develop high-performing, productive teams focused on clear objectives and goals.

☑ Leadership
☑ Communication.

Mental Health First Aid

Our fully accredited Mental Health First Aid Course is nationally and internationally recognised and enables your organisation to foster a healthy workplace environment. This course will give your staff the awareness and tools to be able support their colleagues with their mental health.

☑ Resilience

☑ Wellbeing

☑ Mental health

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FINDING AND LOCATING SUITABLE COURSES
ONLINE COURSES

The Skills Toolkit

The Skills toolkit provided by the Education and Skills Funding Agency have a range of free courses available provided by The Open University, Google, Amazon and FutureLearn.

7 courses are available on personal growth and wellbeing and include topics such as:

·Wellbeing and Resilience at work
·Growth Mindset
·Personal and professional development: Resilience
·Personal development and self awareness

https://theskillstoolkit.campaign.gov.uk/

Future Learn

Future Learn also offer courses on
·Emotional Intelligence
·Logical and Critical Thinking

Looking for a tailored training session?
Your Wellbeing and Retention Advisor can support your school design.

MyAko in partnership with Cantium

If time is limited the MyAko Personal skills course offers a 73 bitesize eLearning module bundle.

Personal skills include:
Emotional Intelligence
·Presentation Skills
·Communication Skills
·Process improvement
·Running effective meetings
·Managing Stress

*Price and further information available upon request

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