



The OSUAP Connection

Issue #42

May 30, 2019

*Know an Admin
who is new to
The Ohio State University?
Please forward this
Newsletter to her or him!*

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OSUAP Goals

- ◆ *Encourage professional development*
- ◆ *Develop leadership skills*
- ◆ *Network with peers*

Special Notes:

- *June is Employee Well-Being Month ([Details](#))*
- *Benefits/Retirement Forums ([Details](#))*



Do I Really Need a Professional Development Plan *by Chrissy Scivicque*

If you've been following my work for any period of time, you know that I'm a big fan of Professional Development Plans (also referred to as PDPs). I often create these plans in collaboration with my career coaching clients, and I frequently provide training workshops on this topic. However, one question I repeatedly hear is this: Do I really need a professional development plan? What if I don't have any big career aspirations? Or, what if I already know what I need to do...why should I bother writing it down?

Do ALL Professionals Need a PDP?

Here's my honest answer: I believe *every* professional should always have a PDP. It's a living document, so it should evolve as you grow in your career. The majority of the work happens up front, when you create the PDP for the first time. After that, it's just a matter of updating and revising as you go, which usually requires less time and effort.

But yes, in almost all cases, I do think everyone needs a PDP.

Why Everyone Needs a PDP

Simply put, without a written plan for development, it's easy to get complacent. And, it's my belief that, if you're not moving forward professionally, you're actually moving backward. There's no such thing as

standing still.

You might not have any huge career goals right now, but that doesn't mean you want to cut off your opportunities for the future. Even if you're currently right where you want to be, you still need to continue developing your skills if you want to keep up with your peers. Otherwise, as your colleagues expand and deepen their skills, you'll slowly fall behind—and that can jeopardize your current happy career circumstances.

For those folks who do have career ambitions, but believe that creating an actual written plan is not necessary, I usually cite the many, *many* studies that offer definitive proof of the power of written goals. Basically, all of the research shows that writing your goals down dramatically increases the likelihood of actually achieving them. The reason is both physical and physiological. Having a written PDP (complete with action steps and deadlines) increases commitment, clarity and drive. Left unwritten, it's easy to create "goals" that are really just vague dreams—and it's also easy to forget about them, even after only a short period of time.

For all of these reasons, I believe a Professional Development Plan is an essential career tool for everyone.

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THE OSUAP EXECUTIVE COMMITTEE

Effective Sept. 1, 2018

President: Quanetta Batts
Vice-President: Gina Scarver
Secretary: Katrina Matthews
Treasurer: Heidi Hamblin
Membership Chair: Roxann Damron
Member-at-Large: Will Bryan
Immediate Past President: Tricia Hohl

Have suggestions for the Newsletter?

Want to share some good news?

Let us know!

Email: [Michelle Pennington](mailto:Michelle.Pennington@osu.edu)

Chair, Communications Work Group

Please be sure to submit suggestions by the 1st of each month to be included in the Newsletter!

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Columbus, Ohio 43210



"I can't change the direction of the wind, but I can adjust my sails to always reach my destination."

~ Jimmy Dean

Upcoming Important Dates

6/13	2019 OSUAP Conference— "Leading the Way to 2020, One Relationship at a Time"
7/4	Independence Day



Distinguished Staff Award Goes to OSUAP President "Q"

Quanetta "Q" Batts is known for the compassion and generosity she puts into her work, going above and beyond in providing excellent service and developing creative solutions. Her innovative nature led to the implementation of an online process workflow that increased Ohio State library efficiency and an online tool that facilitated idea sharing and problem-solving. Additionally, Q's unwavering commitment to helping others has impacted people beyond Ohio State's

campus through the relationships and volunteer efforts she has established with Big Brothers Big Sisters, the OSU Reads program and the Expanding Visions Foundation. During her 8 years at OSU, she has also been an active member of the OSU Administrative Professionals (OSUAP) group, where she helps facilitate networking and professional development opportunities for her colleagues. She currently serves as President of OSUAP. See the full write-up [here](#)!

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Professional Development Plan vs. Personal Development Plan

The only "exception" to my rule is for people who are a year or two from retirement. In such cases, I recommend that you create a *personal* development plan. Instead of focusing on career goals and the development activities needed to achieve them, I suggest that you focus on *life* goals and the activities needed to achieve them. Just because you won't be working any longer, doesn't mean you'll want to stop learning and growing, right? Perhaps you'll want to volunteer for a charitable organization, or start a small business, or explore a new hobby. These things all require a commitment on your part and, more than likely, some personal development. By creating a plan, you'll be well prepared for the next stage of life, whatever that may look like.



[Chrissy Scivicque](#) (pronounced "Civic") is an award-winning writer, certified career coach and experienced corporate trainer. She holds a Bachelor's Degree in Marketing from Sonoma State University, Certification in Copy Editing from UC San Diego, and Certification in Clinical Nutrition from Bauman College in Penn Grove, CA. Chrissy is also a Certified Professional Career Manager (PCM) and she has completed 120+ hours of CTI core curriculum for life coaches.

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