

Individual Develop Plan (IDP)

Student Orientation

Dr. Deanna Davis

Professional Development Instructional Design Specialist



UNIVERSITY OF ALBERTA
FACULTY OF GRADUATE
STUDIES & RESEARCH

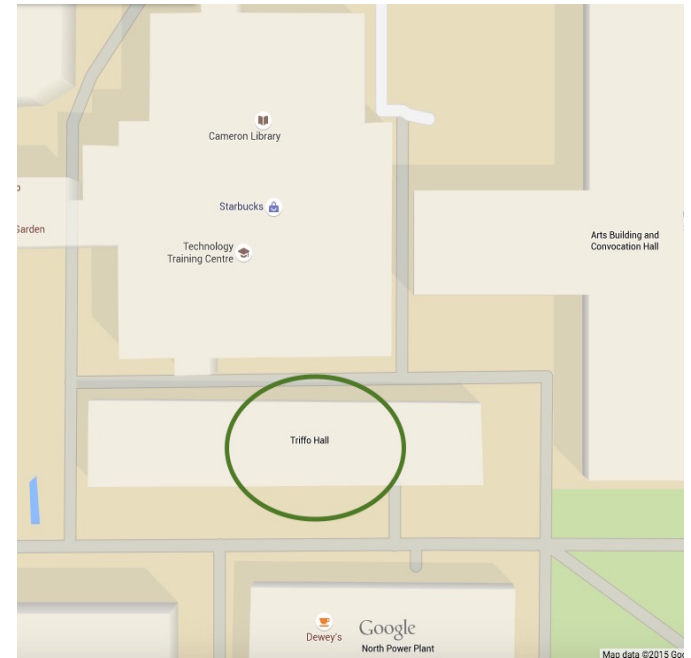


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Professional Development Team



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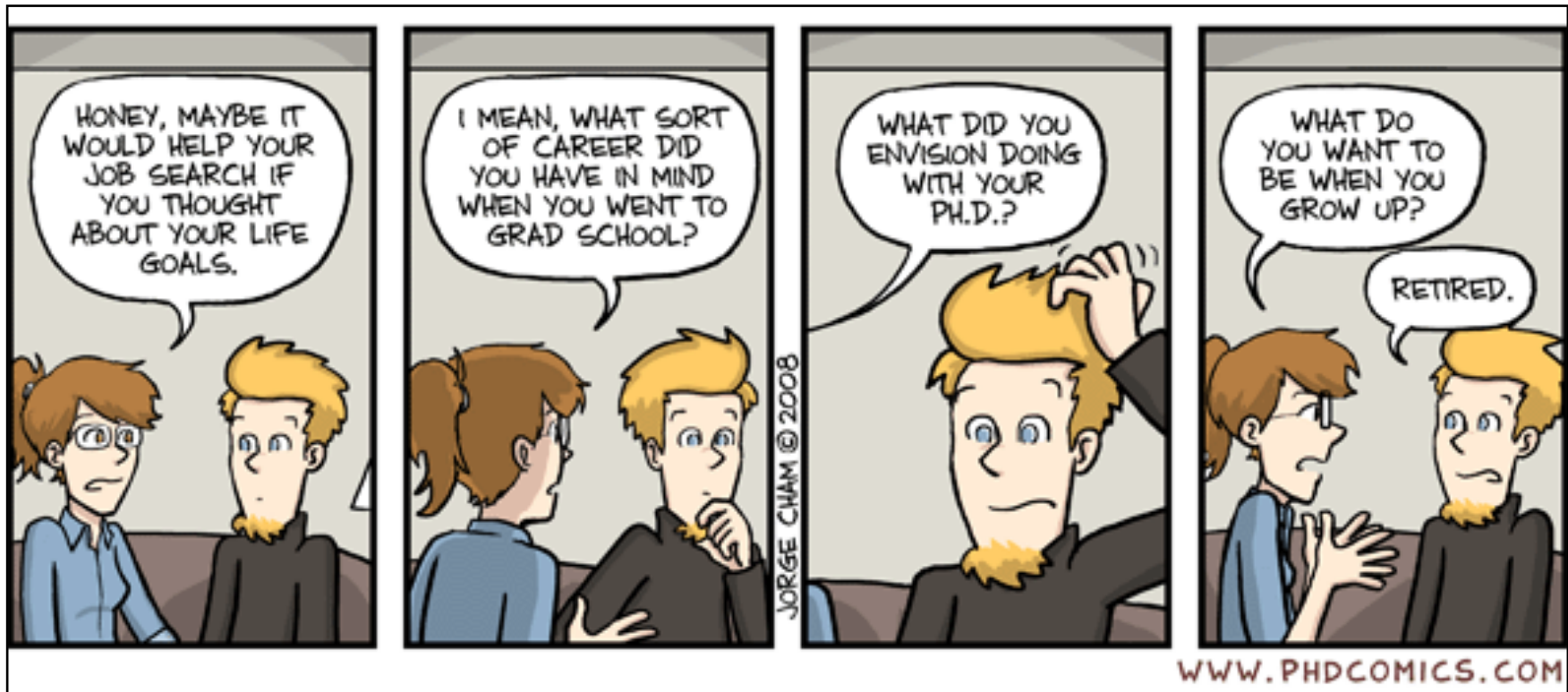
Killam Centre for Advanced Studies
2-29 Triffo Hall (2nd Floor)



Today

- Why the Professional Development requirement?
- What is an Individual Development Plan and how do I do one?
- PD Guidelines
- What support is available to me?





<http://www.phdcomics.com/comics/archive.php?comid=988>

Think about several career options early in your program

Complete an IPD
Pursue PD

FALL 2016

All graduate students (Masters/PhD) must complete:

- Individualized Development Plan (IDP)
- 8 hours of Professional Development Training

Global recognition that successful graduate programs must assist grad students/postdocs transition into all sectors of work



What are the Completion Deadlines?

- Individual Development Plan
 - Within first 12-18 months of Master's/PhD
- Professional Development Hours
 - Master's--by time of completion
 - PhD--within first 3 years

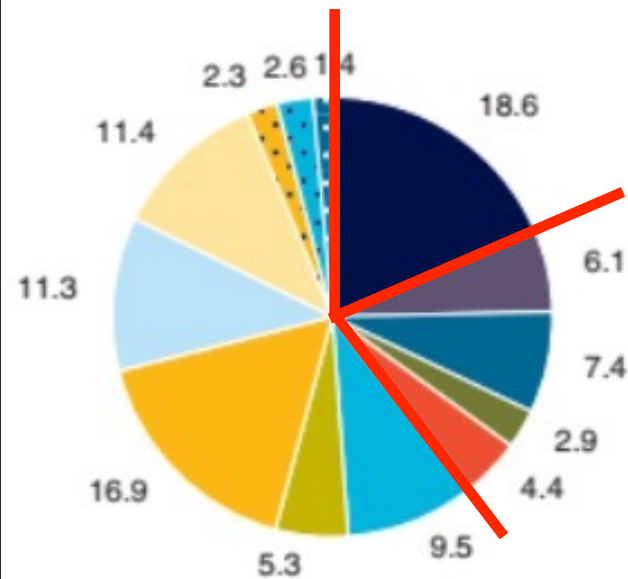


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Why the IDP & PD Hours?

PhD Graduates Employment Stats (2011)



- 18.6% full-time professors
- 21.4 part-time, research, TAs, administrators
- 60% employed outside post-secondary



Why the IDP & PD Hours?

Graduate students find it challenging to transition into non-academic careers

- Underdeveloped professional skills & network
- Difficulty articulating skills gained through grad studies
- Limited awareness of non-academic careers



Why the IDP & PD Hours?

Employers' Perspective

- Explicit demand for PhDs weak (starting salaries for PhDs are low)
- Limited awareness and misperceptions about value of PhD hires
- Express concern over graduate students' soft skills





Why the IDP?

The Broader Context

- Commonly used in workplace
- Tool for in career and personal development
 - Help set & achieve short & long-term career goals
 - Improve current job performance
 - Performance measure



Why the IDP

UofA Pilot 2014-2015

Students/post-docs who completed IDPs

- Felt more productive
- Felt more prepared for the job market
- Completed programs sooner



Other Benefits of the IDP

- Timely completion of programs
- Think about & plan for different career paths
- Open dialogue with supervisor
- Reevaluate projects
- Gain mentorship and career guidance
- Skills translation



IDP Workbook

Student Resources

Word Doc Available at: <https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/idp-workbook-and-tip-sheets>





Individual Development Plan

The Individual Development Plan (IDP) is widely used in the workplace to assist employees in mapping out and achieving their career goals. Students who complete an IDP finish their programs faster and have an easier transition into the workplace. Using the IDP, you will identify activities and actions that align with your career goals and will develop a plan to address skills gaps you would like to strengthen. As you prepare your IDP and Professional Development direction here are actions you may want to consider.

Tips

1. **Take adequate time.** It can take more than a day to really explore career options. Follow current trends about job markets. Keep an open mind about various career paths. Many positions such as tenure track jobs have limited openings and therefore you need to plan for more than one path. Consider carefully your career goals and values and be realistic about your career path. Recognize your career directions may also change over time.
2. **Secure funding.** Funding options might include Teaching or Research Assistant (TA/RA) positions, scholarships/grants, internships, and other forms of employment on and off campus. Funding can lead to experience in the workplace and the opportunity to explore career options.
3. **Understand your academic requirements.** You need to plan your academic progress to successfully complete your program. This includes planning for scholarship/grant applications, candidacy exams, ethics and IPD/PD requirements. Find out early what your requirements are and be aware of any deadlines associated with them.
4. **Prioritize.** Develop long-range and short term plans that considers coursework, program requirements, research and publication, family and work obligations, and personal goals. Schedule your time and do the important things first. Map out a monthly or week-by-week basis ensuring that it aligns with your long-range plan for program completion.
5. **Double the time.** Unexpected challenges can and do arise. Most people underestimate the time needed for experiments, the acquisition of data, and securing primary/secondary resources. Build in contingency plans. Securing travel visas, funding, and permissions to gain access to library materials can take time. What will you do if these things fall through?
6. **Consider other schedules.** Your program will require you to work with other people and perhaps booking access to other facilities. You will need to consider the availability of your supervisor and/or committee members as you plan your research and meeting major academic milestones.
7. **Get it done.** Whether you are thesis or course based, your program is a stepping-stone in your career path. Recognize that you will not be able to explore all the complexities of the questions you are exploring in your research or studies. Complete your program and move on.
8. **Practice good communication.** Understand your supervisor's expectations and share your own. Provide a schedule of what you hope to accomplish short and long term and meet regularly with your supervisor/committee to discuss your progress.

IDP Tip Sheet Student Resources

Available at: <https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/idp-workbook-and-tip-sheets>



1. IDP

IDP Steps for Completion

1. Identify **3** Career Paths

2. Skills Gap Analysis

3. Develop a Timeline for academic milestones and PD activities

4. Review/discuss with supervisor /career mentor

5. Re-evaluate [Recommended]



1. IDP

Identify Career Paths



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

<i>Career Path</i>	<i>Reasons</i>	<i>Skills Required Development</i>

1. IDP Researching Career Options

- Career Centre at University of Alberta
- Speak with faculty members
- LinkedIn
- Society/Associations/Organizations in Discipline
- Alberta Learning Information Services (ALIS)
- City of Edmonton http://www.edmonton.ca/city_government/jobs.aspx
- 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
- www.jobbank.gc.ca (Government of Canada)
- www.jobs.alberta.ca (Government of Alberta)
- www.academia.edu/Jobs (Academic, Research Assistant, Postdocs)
- <http://www.universityaffairs.ca/search-job/> (University Affairs Academic job postings)
- <http://www.researchgate.net/jobs> (Academic, Research Assistant, Postdocs)
- ALIS (Alberta Learning Information Service)
- glassdoor.ca
- payscale.com

*Included in the
IDP Workbook*





1. IDP

Non-Disciplinary Skills Gap Analysis

Relative to chosen careers, students assess

Creativity

Communication

Collaboration

Scholarship

Confidence

Critical Thinking

Ethical Responsibility

- *Identified by UA Committee and PD Advisory Board*
- *Passed by FGSR Council and Graduate Faculty Council*

1. IDP Self Assessment

Self Assessment: Step 2a – Creativity

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, reimaged and marketed, or which easily lends itself to entrepreneurial thinking.

What role(s) do you think creativity plays in each of your career paths?

Career Path(s)	Role of Creativity

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

Ability to	Rating
Problem solve using new solutions/approaches	
Verify workability of creative ideas	
Develop and implement creative ideas	
Innovate by questioning, experimenting and networking	
Collaborate creatively within a team	
Make connections among diverse ideas	
Balance logical and creative thinking	
“Think on your feet”	
“Think outside of the box”	
Pose new research questions	
Push disciplinary boundaries	
Answering questions at a conference	
Link ideas to new services and products	

Actions:

1. IDP Timeline

- Develop timeline for program completion

- Academic milestones

- Plans for PD activities based on skills gap analysis

- Personal and work commitments



Individual Development Plan

Developing a Timeline | Factors for Consideration

The Individual Development Plan can be a powerful tool in completing your graduate studies and career management. To be really effective, though, you must develop a timeline that considers a variety of factors for completing your program of study and the professional development activities that develop the skills you'd like to strengthen. Having a broad view of the factors that influence when and how you will achieve your goals will assist you to develop a realistic and comprehensive plan that can be achieved within the timeframe laid out.

When developing your timeline, think about when you want to complete your program and work backwards. Consider both long (goals for the more distant future) and short term (goals for the near future) goals. Completing your coursework, handing in your research proposal, and completing your professional development requirement are examples of long-term goals. Weekly goals such as working 3 hours per day on your research proposal, exercising three times, and spending a day with family/friends are examples of short term goals. *As you develop your timeline, ask yourself these questions:*

1. **Course work:** What are the course requirements of my program? Are there required courses that are not offered on a yearly basis? How will I schedule my courses and when do I plan to have them completed?
2. **Supervision:** What are my supervisor's expectations around how I spend my time (e.g. being in the lab, research and writing activities, professional development activities, teaching)
3. **Scholarship/grant applications:** What grant/scholarship applications will I put forward and how much time will I need to compile them? Are there activities I need to pursue to make my application competitive (e.g. leadership/research/volunteer/publication activities)? If I don't secure funding, how will this affect my timeline?
4. **Work outside of academic program:** Do I need to work outside of my program (e.g. employment on or off campus not related to TA/RAships)? How many hours per week will I work? Is there travel time involved with getting to my place of work?
5. **Teaching responsibilities:** Will I have teaching responsibilities during my program either as a TA or a principal instructor? How much time will I need to allot for course development, developing class sessions and assessments, grading, and meeting with students?
6. **Research Assistantship:** Will I work as a research assistant during my program? How many hours per week do I need to set aside for this work?
7. **Candidacy preparation and exam (doctoral):** What is the nature of candidacy exams in my department? How much time do I need to prepare for my candidacy exam? How long does the exam process take? When do I plan to take my candidacy exam?
8. **Research proposal:** What are the requirements for my research proposal? How long will it take me to complete the proposal before it can go to my committee for defense?
9. **Research:** How much time do I need for experiments, data collection, and analysis? Does my research depend on data/literature from other researchers/libraries/institutions? What is my contingency

1. IDP

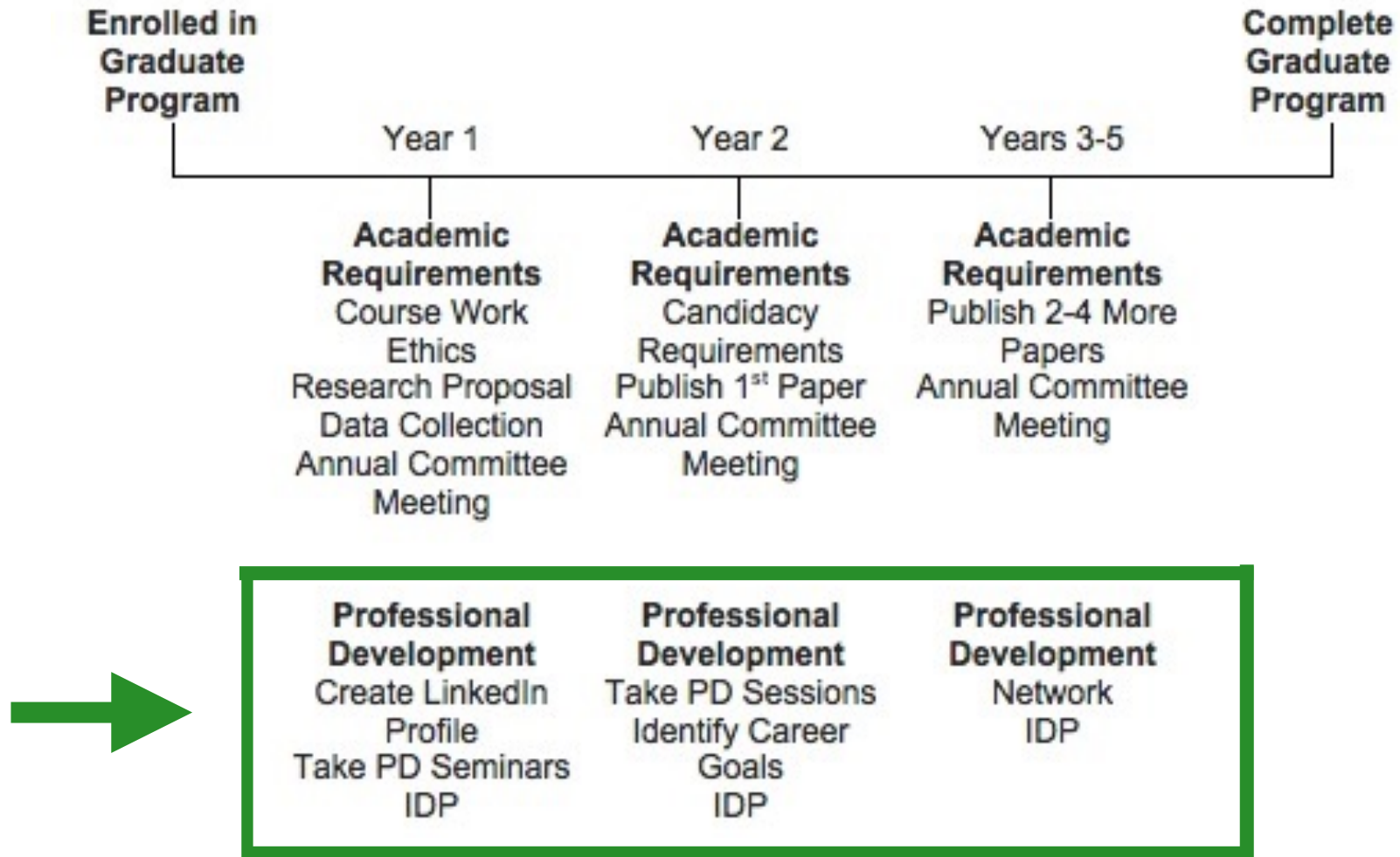
Timeline Tip Sheet

Student Resources

Available at: <https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/idp-workbook-and-tip-sheets>

1. IDP

Starting Point for Building Your Timeline--PhD



1. IDP

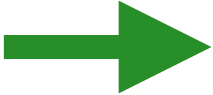
Starting Point for Building Your Timeline--Master's

Enrolled in
Graduate
Program

Complete
Graduate
Program

**Academic
Requirements**
Course Work
Ethics
Choose Thesis Topic
Data Collection

**Academic
Requirements**
[Courses]
Annual Progress Review
Thesis



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

**Professional
Development**
Take PD Seminars
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

Defend in February 2018

November 1, 2017 : Send final dissertation draft to external reader

October 1, 2017: Send final dissertation draft to supervisory committee

September 1, 2017: Finish final draft of last chapter 5

July 1, 2017: Finish final draft of chapter 4

May 1, 2017: Finish final draft of chapter 3

March 1, 2017: Finish final draft of chapter 2

December 15-30, 2016: Christmas break

October 1, 2016: Finish final draft of chapter 1

August 1, 2016: Finish final draft of Introduction

June 1, 2016: Defend Dissertation proposal

Long Range PhD Dissertation Completion Plan

Today: June 3, 2016

Short Term Goals

Plan your week and get things accomplished!

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	<i>Sat</i>	<i>Sun</i>
<i>Class</i>	<i>Coffee Date</i>	<i>Class</i>		<i>Class</i>	<i>Ski Class</i>	
	<i>Fitness</i>		<i>Fitness</i>			
	<i>Supervisor</i>					
<i>Get research papers</i>	<i>Research proposal</i>	<i>Research proposal</i>	<i>Research proposal</i>	<i>PD - Leading seminars</i>	<i>Research proposal</i>	<i>Family All Day</i>
<i>Study</i>	<i>Study</i>	<i>Study</i>	<i>Study</i>	<i>Work</i>	<i>Tutor</i>	<i>Netflix</i>

January-Week 1

Completing YOUR IPD

4. Evaluate

- Review and revise with supervisor/mentor(s)
 - What is working well?
 - What needs to change?
 - Assess progress, expectations, changing goals
 - Assess skills still to be developed



Image: <http://appshopper.com/blog/wp-content/uploads/2013/09/Clear-for-iOS-7-Icon.png>

Review quarterly on individual basis; annually with supervisor recommended

What counts?

Sessions, workshops, training related to:

- Professional Practice
- Career Development
- Entrepreneurship
- Teaching
- Skills Training
- Mentorship
- Internships

What does not count?

- Sessions counted towards ethics
- Attending a research conference/society meeting
- Presenting a research paper/talk
- Giving a performance/concert
- Information sessions

2. PD Activities



Graduate students are required to complete the University of Alberta Professional Development requirement which includes the Individual Development Plan (IDP) and 8 hours of professional development (PD) activities. (Mandatory for students admitted September 2016 and onwards. Please consult with your department/faculty's graduate coordinator for specific PD activities or exemptions.)

As you complete the IDP self-assessment of your skills and attributes in the IDP Package, you may identify activities and actions that align with your career goals, and address any skills gaps which you would like to strengthen. This is an excellent opportunity to complete the 8 hours of professional development activities.

There are several ways to fulfill the activities requirement including attending professional development seminars offered by departments or classes integrated into existing courses. Unless noted, students will receive no more than four hours of credit from any single category of PD options listed below.

- 1. Professional Practice:** This includes topics such as time management, project management, intercultural communication, being an effective team member, using strategic thinking skills, promoting creative thinking skills, and so forth. Sources for these topics are hosted by FGSR, MyGradSkills, Human Resources, and various on and off campus units.
- 2. Career Development:** This includes topics related to life as a first year academic, teaching and researching at post-secondary institutions, resume writing, career forums, mentoring, preparing for a job interview and so forth. Sources for these topics are hosted by the Career Centre, FGSR, MyGradSkills, Skillssoft (under development), and various on and off campus units.
- 3. Entrepreneurship:** This includes topics related to starting up a business, self-employment, and entrepreneur training campus. Sources for these topics are hosted by the ABCampus, TEC Edmonton, Career Centre, FGSR, Mitacs, Skillssoft (under development), and various on and off campus units.
- 4. Teaching:** This includes topics related to teaching and can also be sessions considered for the Graduate Teaching and Learning program. Sources for these topics are hosted by the FGSR, MyGradSkills, Centre for Teaching and Learning, and various on and off campus units.
- 5. Skills Training:** This includes training for safety sessions, learning additional software tools, attending workshops for skills outside the domain of their research.
- 6. Mentorship:** Only formal mentorship programs that assist the student with career development can apply, such as programs offered by Career Centre, UAlberta Venture Mentoring, and Mentor-Up.
- 7. Internships:** Students can meet the 8 hour requirement by participating in a registered internship program and identifying skills and attributes gained during this experience. Available programs include Mitacs Accelerate, Sustainability Scholars and the Graduate Student Internship Program.

What is not considered PD?

- Sessions also used towards ethics
- Attending a research conference/society meeting
- Presenting a research talk or poster
- Giving a performance/concert
- Attending information sessions about resources or programs

Available at: <https://d1pbog36rugm0t.cloudfront.net/-/media/gradstudies/professional-development/professional-development-requirement/8-hours-of-professional-development-activities/2016-08-10-completingprofessionaldevelopmentactivities8hourspdf-1.pdf>



Professional Development Opportunities

Professional Development Requirement

Beginning in Fall 2016 all incoming graduate students are required to complete the professional development requirement, which includes the Individual Development Plan (IDP) and 8 hours of professional development activities. *All students benefit from these activities and are strongly encouraged to complete them.* This requirement will allow you to plan and prepare for where you want to be at the end of your graduate program.

- **Individual Development Plan (IDP)** – The IDP is a critical part of graduate student professional development and is a tool to assist your career planning.
- **8 Hours of Professional Development Activities** – Keep track of your professional development activities and learn what is applicable.

View resources below which will assist you with reaching your professional development requirement:

- **IPD Training Sessions:** This three-part series will help you understand how the IDP/PD requirement works, offer you an opportunity to work on your IDP in a workshop style session, and assist you with determining your next steps. Get ahead and start planning your career **now**.
- **FGSR Professional Development E-bulletin** – This weekly e-bulletin highlights professional development opportunities across campus. Don't miss out on new opportunities, **sign up today!**
- **Professional Development Weeks** – Each year FGSR organizes a Spring (May) and Summer (July/August) PD Week that focuses on getting graduate students through their programs and into the future job market.
- **MyGradSkills** features eighteen free on-line sessions that take about an hour and focus on career development, communication, entrepreneurship, research, and teaching & learning.
- **Counselling and Clinical Services** offers a variety sessions that that help you understand common mental health topics, including depression, anxiety, dealing with stress and identifying students at risk.
- **Student Success Centre** offers wide-ranging sessions from managing major projects and writing sessions to creating engaging presentations. One-on-one individual consultations are also available and count as professional development. [Some services involve a fee.]
- **Office of Sustainability** – Become an agent of change with Leading Sustainability at Work. Help take action for the environment, building community, creating safe workspaces and supporting workplace diversity and inclusion.
- **Presentations and Tip Sheets** – Access FGSR's presentations and tip sheets on communication, professional practice and student life.
- **Preparing for the Job Market** – Access FGSR's resources on preparing for the job market with tip sheets on numerous topics from personal branding and networking to tapping into what employers are looking for and resume writing.
- **Like our Facebook Page** – Learn about PD opportunities across campus, current with job market trends, and stay on top of important deadlines.

Internships, Mentor Programs, Job Shadowing, and Graduate Assistantships

Gain valuable work experience, develop a network, and explore various career paths through an internship, mentor program, job shadowing, or graduate assistantship.

- **Graduate Student Internship Program (GSIP)** – In partnership with the Career Centre, FGSR offers valuable work experience through paid internships in the private, public, and not-for-profit sectors. **Apply today!**
- **Career Centre** – Located in SUB this support unit provides sessions on entrepreneurship, career mentorship, resume building, and career planning. [Some services involve a small fee.]
- **Graduate Mentoring Program** offers the opportunity for mentors and mentees to regularly meet to work together to develop the skills, knowledge, attitudes, and connections mentees need as they transition into the world of work. [There is a small fee for this service.]
- **UAlberta Venture Mentoring Service** creates exciting opportunities for passionate students and entrepreneurs to connect with experienced mentors to inspire, engage, and learn.
- **Alberta Graduate Internship Listing** – Access a complete listing of internship opportunities.
- **MITACS Accelerate Internships** are open to students in all disciplines. Mitacs works to build partnerships that support industrial and social innovation in Canada.
- **Graduate Teaching and Research Assistantships** – Teaching and research assistantships provide valuable experience and financial support for graduate students.
- **Job Shadow Week** – Every November and February students have the opportunity to engage with professionals within Edmonton to gain valuable insight into careers in a specific sector with Job Shadow Week.

Professional Development Opportunities Student Resources

Available at: <https://www.ualberta.ca/graduate-studies/professional-development>



2. PD Activities Tracking PD Hours

Students are responsible for

- Keeping track of PD activities
- Providing "evidence" for PD activities

Options:

- Student Declaration of Attendance Form (non-FGSR events)
- Google sign-in (FGSR events)
- Workshop/course certificate of participation/completion
- FGSR Record of Activities



Professional Development Requirement

Declaration of Attendance

Note: This statement, once signed and presented, will be evidence of attendance for partial fulfillment of the Professional Development requirement.

This note is to verify that

Name: _____

Student ID: _____

has attended: _____

on Date: _____

located at Bldg/Room (City if not at UofA): _____

for a time of Hours: _____

Signature of Presenter/Host/Coordinator

I make this statement conscientiously, believing it to be true and knowing that it is of the same force and effect as if under oath and that misrepresentation of facts may be found to be a violation of the Code of Student Behaviour and be sanctioned accordingly.

Student Signature

Date

2. PD Activities

Declaration of Attendance Form Student Resources

Available at: <https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/forms>



**Professional Development
Record of Activities**

This record may be given to your Department/Faculty or kept for personal purposes.

Description of Professional Development Activity	Date Completed	Time (hours)
Total Hours		

Note: A minimum of 8 hours of training in Professional Development is required.

I make this statement conscientiously, believing it to be true and knowing that it is of the same force and effect as if under oath and that misrepresentation of facts may be found to be a violation of the Code of Student Behaviour and be sanctioned accordingly.

Student Signature

Date

Record of Activities

Student Resources

Available at: <https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/forms>

2-29 TRIFFO HALL

Student ID	Student Last Name, First Name																																			
Department	Degree Program	Specialization (if any)																																		
<p>I certify that my:</p> <p>Professional Development requirement - Individual Development Plan is:</p> <p><input type="radio"/> complete (mandatory if admitted after September 2016)</p> <p><input type="radio"/> not required (student began program before September 2016; department exempt)</p> <p>Professional Development requirement – 8 hours of Professional Development Activities (as recorded below) is:</p> <p><input type="radio"/> complete (mandatory if admitted after September 2016)</p> <p><input type="radio"/> not required (student began program before September 2016; department exempt)</p> <table border="1"> <thead> <tr> <th>Description of Professional Development Activity</th> <th>Time (hours)</th> <th>Date Complete</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>				Description of Professional Development Activity	Time (hours)	Date Complete																														
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Student Signature	Date																																			

STAYS IN THE DEPARTMENT

Completed and retained by Graduate Coordinator/Administrator		
<p>I certify that:</p> <p>Professional Development requirement (Individual Development Plan and 8 hours of activities) is:</p> <p><input type="radio"/> complete (mandatory if admitted after September 2016)</p> <p><input type="radio"/> not required (student began program before September 2016; or department/student exempt)</p>		
Name of Supervisor/Career Mentor	Signature	Date
Name of Graduate Coordinator/Administrator	Signature	Date

Personal information on this form is collected under the authority of Section 33(c) of Alberta's *Freedom of Information and Protection of Privacy Act* for authorized purposes including admission and registration; administration of records, scholarships and awards, student services, and university planning and research. Students' personal information may be disclosed to academic and administrative units according to university policy, federal and provincial reporting requirements, data sharing agreements with student governance associations, and to contracted or public health care providers as required. For details on the use and disclosure of this information call the Faculty of Graduate Studies and Research at 780-492-3499 or see <http://www.jpo.ualberta.ca/>

Last modified: 5/18/2016 (1 of 1)

My IDP and PD Hours are done. What's next?

- Lists PD Activities
- Verifies IDP completion
- Verifies student is exempt (entered program prior to Fall 2016/ department exempt)
- Signed by student, supervisor/mentor, and graduate coordinator/administrator

Available at: <https://d1pbog36rugm0t.cloudfront.net/-/media/gradstudies/forms-cabinet/records/professional-development/idp-and-pd-completion-form.pdf>

IDP Training & Support



- 3-Part Training Series
 - Part I: IDP Orientation
 - Part 2: Get it Started Workshop
 - Part 3: Next Steps
- Resources (FGSR PD Website)
- Beyond Graduate Studies-Managing Your Career (coming this fall--online)
- Department sessions upon request
- Faculty & Staff Training

Faculty of Graduate Studies and Research

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Professional Development

A graduate education is not just about advancing research. Your professional development is also a key part of building your future career. And making yourself competitive in the global market begins the day you arrive on campus.

In this section

Events and Workshops

Learn more about our Professional Development events and workshops.

Professional Development Requirement

Complete your University of Alberta professional development requirement which includes the Individual Development (IDP) and 8 hours of professional development activities.

Graduate Student Internship Program (GSIP)

Secure a paid internship for mentorship, support and opportunity.

Student Employment

Explore student employment options including the Graduate Student Teaching Award.

Professional Development Resources

Reach your professional development goals by accessing multiple resources and tools through FGSR.

Graduate Teaching and Learning Program

Learn more about this initiative designed to develop the teaching and learning skills of graduate students.

FGSR Community Volunteer Program

Get involved with the many campus-wide FGSR Community Volunteer Program activities.

Registration now open for the two-day symposium designed to fuel your career

Read More



Subscribe to our newsletter

Important Upcoming Events

GSA & FGSR Professional Development Information Fair
October 27, 2016

Invest in Your Future: Career Symposium
November 8-9, 2016

3 Minute Thesis (3MT)
February - April 2017

Images of Research
February - April 2017

Graduate Student Teaching Awards
April 2017

Graduate Teaching and Learning (GTL) Program

FGSR | PD Highlights

- Multi-tiered teaching program
 - Level 1: Introduction to teaching and learning—**classroom basics**
 - Level 2: Developing **practical teaching skills** with feedback and reflection
 - Level 3: Pedagogy and **course design**—deepening understanding
 - Level 4: Building a foundation of **scholarship** in teaching and learning (Fall 2017)



FGSR PD Opportunities Highlights

- Graduate Teaching & Learning (GTL) Program
 - GTL Weeks (August/September & January)
 - FGSR Teaching Circle
 - One-off sessions
- PD Weeks (May and July/August)
- MyGradSkills.ca
- Internships
- Mentorship Program

Professional Development Opportunities

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STUDIES & RESEARCH

Professional Development Requirement
Beginning in Fall 2015 all incoming graduate students are required to complete the professional development requirement, which includes the Individual Development Plan (IDP) and 8 hours of professional development activities. All students benefit from these activities and are strongly encouraged to complete them. This requirement will allow you to plan and prepare for where you want to be at the end of your program.

- **Individual Development Plan (IDP)** – The IDP is a critical part of graduate student professional development and is a tool to assist your career planning. Learn more [here](#).
- **8 Hours of Professional Development Activities** – Keep track of your professional development activities and learn what is applicable. Learn more [here](#).

View resources below which will assist you with reaching your Professional Development Requirement:

- **IPD Training Sessions:** This three part series help you understand how the IDPPD requirement works, will give offer you an opportunity to work on your IDP in a workshop style session, and will assist you with determining your next steps. Learn more and register [here](#).
- **FGSR Professional Development E-bulletin** - This weekly e-bulletin highlights professional development opportunities. To sign up, register [here](#).
- **Professional Development Weeks** - Each year FGSR organizes a Spring (May) and Summer (July) PD Week that focusses on getting graduate students through their programs and into the future job market. Learn more [here](#).
- **MyGradSkills** - Here are 18 free on-line sessions that take about an hour and focus on Career Development, Communication, Entrepreneurship, Research, and Teaching & Learning. Learn more [here](#).
- **FGSR Facebook Page** – Learn about PD opportunities across campus, stay current with job market trends, and more. Follow us [here](#).
- **Presentations and Tip Sheets** – Access presentations and tip sheets on communication, professional practice and student life. Learn more [here](#).
- **Preparing for the Job Market** – Access FGSR's resources on preparing for the job market with tip sheets on wide-ranging topics from personal branding and networking to applying into what employers are looking for and resume writing. Learn more [here](#).
- **Internships, Mentor Programs, and Graduate Assistantships**

Gain valuable work experience, develop a network, and explore various career paths through an internship, mentor program or graduate assistantship.

- **Graduate Student Internship Program (GSIP)** – In partnership with the Career Centre, FGSR offers valuable work experience through paid internships in the private, public, and not-for-profit sectors. Learn more and apply [here](#).
- **Career Centre** - Located in SUB this support unit provides sessions on entrepreneurship, career mentorship, resume building, and career planning. Coming this fall: Beyond Graduate Studies: Managing Your Career. This on-line module will guide you through the IDP and career management. Learn more [here](#).
- **Career Centre Mentoring Program** – Learn more [here](#).
- **TEC Edmonton** – Learn more [here](#).
- **Alberta Graduate Internship Listing** – Learn more [here](#).
- **MITACS Accelerate Internship Listing** – Learn more [here](#).
- **Graduate Teaching and Research Assistantships** – Teaching and research assistantships provide valuable experience and financial support for graduate students. Learn more [here](#).

Graduate Teaching and Learning (GTL) Program
The Graduate Teaching and Learning Program is a multi-tier program that delivers new and exciting opportunities for training in university instruction. Graduate Teaching and Learning (GTL) opportunities are initiatives designed to help develop the teaching and learning skills of graduate students. The GTL Program is open to all graduate students and post-doctoral fellows and focuses on the practical side of teaching and pedagogy knowledge. There are 4 levels.

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- FGSR PD Website
 - uab.ca/gradpd
- Email Newsletters
 - Students automatically subscribed
 - Professional Development E-bulletin
 - Grad Digest
- FGSR on Facebook 
 - facebook.com/UAlbertaFGSR/
- FGSR Teaching Circle Group 
 - facebook.com/groups/FGSRTeachingCircle/
- Twitter: @UAGradStudies 





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