

# ADVANCEMENT IN YOUR CAREER – A PANEL DISCUSSION

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## 5 STEPS FOR CAREER ADVANCEMENT PROFESSIONAL DEVELOPMENT

### 5 STEPS FOR CAREER

PERSONAL ASSESSMENT	1
PLAN	2
DEVELOPMENT	3
IMPLEMENTATION	4
CONTINUOUS EVALUATION	5

#### Personal Assessment

- Identify Goal
- Identify Your Strengths/Weaknesses
- Determine Challenges

#### Plan

- Identify and Rank Priorities
- Clearly Identify Objectives
- Research the Field
- Identify Additional Requirements (Training or Advanced Degree-if necessary)
- Identify Additional Resources Required
- Establish Timeline

#### Development

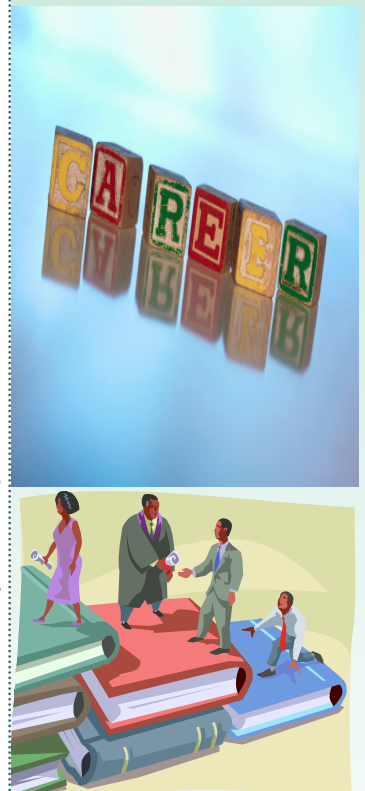
- Establish Benchmarks
- Develop Network
- Connect with a Mentor
- Develop Resources (Résumé, Professional Memberships, etc.)
- Get Support (family, friends, colleagues, etc.)

#### Implementation

- Enroll in Training/Program or Advanced Degree-if necessary
- Apply for Positions that Match Your Goals and Work Experience
- Network (Knowing All Positions are Important)

#### Continuous Evaluation

- Revise Plan as Necessary



#### SPECIAL POINTS OF INTEREST:

Prepare yourself by researching and being updated on current developments in your field or area

Participate in University Workshops/Seminars/Conferences

Present Your Research/Paper at Regional/State/National Conferences

Publish your research in professional journals and conference proceedings

### WSU CASE FOR ACADEMIC STAFF CAREER ADVANCEMENT

#### Promotion —Academic Classifications

For academic staff not on a tenure-track appointment, the assessments of a candidate's qualifications shall be based on excellence in job performance. Excellence in professional achievement is also required, but is given secondary weight in promotional decisions.

#### Promotion — Administration—Other Considerations

- Political Savvy
- Networking with Your Supervisor and Other University Administrators
- Attendance at University Functions
- Communications— Knowing When to Use Discretion