

MENU OF PROFESSIONAL DEVELOPMENT OPTIONS

ABOUT THIS TOOL—Many of our most powerful learning experiences occur outside of classrooms, workshops, and conferences. This chart is meant to spark creative thinking in deciding how best to foster team members' development. There are many low- or no-cost options that can lead to lasting learning.

Learn from the Work

- Take on stretch assignments (assignments at a higher level of complexity or skill).
- Participate in a cross-division or office working group.
- Develop or improve a process, procedure, or practice.
- Learn and apply a new method or technique.
- Take on temporary assignments.
- Help design and lead team retreats.
- Work across cultures.

Learn from Colleagues

- Join or start a study group, journal club, or community of practice.
- Find a mentor for yourself.
- Join a LinkedIn group.
- Network (meet periodically with other professionals to learn about their experiences and challenges).
- Learn from the “digital network” (Google, YouTube, TED, wikis, websites, etc.).
- Shadow a colleague for a day (or so, with permission).

Learn with Others

- Join online discussion groups.
- Take an online course or webinar.
- Attend internal and external professional development activities, such as workshops and seminars, “pop-up PD” events, and conferences.
- Volunteer in your community.
- Participate in professional associations.
- Take field trips with team members to see how others do business.
- Go back to school.

Learn Through Teaching

- Mentor others.
- Read, and report to your team about what you read.
- Teach a workshop or course.
- Present at a conference.
- Share what you learn with your team.

Learn Through Reflection

- Write—articles, blog posts, best practices, etc.
- Solicit feedback.
- Keep a journal.
- Read—a book, report, online article, blog post, published insights, etc.
- Listen to a podcast and share what you learn.
- Facilitate a discussion drawing upon research, including AI.
- Create your personal vision and mission statements.
- Clarify your values.



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Source: Richard Wilkinson, *The Everyday Manager's Toolbox*, 2022. Adapted with permission.