Individual Professional Development Plan: 
*Goals’ Identification Guide*

To the Educator: This *Goals’ Identification Guide* is provided to assist you in identifying goals that may help you to maximize your professional potential as an educator. It is a guide and is not intended to be inclusive. You are encouraged to develop goals that reflect those needs that will help you, your students, and/or your school district to succeed.

1. **Content Knowledge**
   - To learn how to apply technologies as effective content tools
   - To enhance professional knowledge (psychologists, speech therapists, etc)
   - To increase teaching area knowledge (Elementary Art, English, Mathematics, etc.)
   - To develop teaching/learning units which promote student knowledge in my discipline
   - To work with colleagues in ways which help to integrate my discipline within the school

2. **Professional Ethic**
   - To learn and/or demonstrate understanding and use of educational theory or philosophy
   - To learn more about the community which services our schools
   - To learn and apply new ways of improving race relations among students/faculty/community
   - To gain knowledge of where and how to acquire information to assist my job responsibilities
   - To add additional area(s) of certification/licensure to my credentials
   - To seek an advanced degree
   - To maintain current knowledge of local/county/state/national educational policies and issues

3. **Assessment & Evaluation Skills**
   - To learn how to apply technologies as effective assessment tools
   - To learn how to apply assessment data to instruction
   - To learn how to construct effective evaluation instruments
   - To learn how to expand the number and types of assessment tools
   - To learn how to interpret test scores
   - To learn how to better teach test-taking skills
   - To learn more about proficiency, competency and/or standardized testing purposes and creation.
4. **Instructional Methodology**
   - To learn how to apply technologies as effective teaching and learning tools
   - To learn how to improve student reading skills
   - To learn how to integrate higher-order thinking skills
   - To learn how to facilitate students to teach themselves and others (cooperative learning, etc.)
   - To learn how to teach students how to solve problems via a variety of tools and knowledge
   - To learn how to teach across many disciplines
   - To learn teaching methods which promote increased student achievement
   - To gain knowledge of how to adapt instruction to the individual needs of all students

5. **Communications Skills**
   - To learn how to apply technologies as effective communications’ tools
   - To present to various publics
   - To enhance speaking skills (students, parents, peers, others)
   - To enhance writing skills (students, parents, peers, others)
   - To improve non-verbal communication skills
   - To discover ways to increase parental involvement in parent-teacher conferences

6. **Interpersonal Skills**
   - To learn how to apply technologies as effective interpersonal tools
   - To learn how to coach others to achieve and succeed
   - To learn how to coordinate or direct the efforts of others
   - To learn how to encourage the involvement of others
   - To learn how to facilitate groups (students, peers, others) to accomplish established goals
   - To learn how to motivate self and others

7. **Management & Administrative Skills**
   - To learn how to apply technologies as effective management tools
   - To learn how to apply available resources to school improvement
   - To learn how to collect data to use in planning and problem solving
   - To learn how to create conditions and environment for productive performance
   - To learn how to establish vision that encourages performance of self and others
   - To learn planning and organizational skills that improve self and others

8. **Skills to Meet the Needs of Special Students**
   - To learn how to apply technologies as effective intervention tools
   - To learn how to adapt instructions to all skill levels
   - To learn how to increase my awareness of special needs students
   - To learn how to sensitize all students to the needs of individuals
   - To understand social/emotional needs of students and others

9. **School District and/or Building Specific Goals**
   - To learn how to apply technologies as effective teaching and learning tools