

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