

# SMART planning your CPD

## Introduction

In this teacher development activity, participants explore a range of ways they can develop their own teaching. They decide which ones could benefit from them and create a SMART plan to help them take forward some of the ideas and develop their own teaching.



This activity draws on materials and ideas presented by Kevin Westbrook in his presentation 'A comprehensive strategy for continuous professional development.'

**Webinar time reference:** 15:52 – 21:32

**Time:** 55- 60 minutes

**Aim:** To raise participants' awareness of things they can do to develop their own teaching knowledge and skill.

## Preparation:

- Make copies of the 'Ways of developing your teacher skills and knowledge' from the materials section.
- Experiment with the SMART plan tool from the materials section, so you can see how it works.

## Procedure

- Put participants into groups and ask them to share and compare all the things they do to develop their own teaching.

- Get some feedback and then share the 'Ways of developing your teaching skill and knowledge' from the materials section.
- Ask the participants to check the list and see if there is anything they can add to the list.
- Ask them how many of the things they are doing at present.
- Ask the participants to select three new things they could try.
- Ask them to create a plan for each of the three things they will try.
- Tell the participants to make their plans SMART.
- Smart plans include goals that are:
  - Specific
  - Measurable
  - Achievable
  - Relevant
  - Time bound
- Once they have created their plans, put the participants into pairs and ask them to compare their plans and get some feedback from their partner on how they could improve the plans.
- Give them time to make a revised copy of their plan, and then ask the participants to find a partner to hold them accountable for completing their plan. Note: They can use this digital tool to help guide their planning and then save the plans as a document:

<https://bit.ly/3zX05uE>

### **Materials:**

#### **Ways of developing your teacher skills and knowledge**

1. Attend a conference (online or physical)
2. Study for a formal qualification
3. Take an online course
4. Watch a webinar recording
5. Read professional journals

6. Read blog posts and articles
7. Find and try new resources and teaching materials
8. Join a Facebook group
9. Create a Twitter account and follow other ELT professionals
10. Create a LinkedIn profile and follow other ELT professionals
11. Find interesting YouTube videos to watch
12. Ask to watch a peer teaching
13. Ask a peer to watch you teaching and give you feedback
14. Start writing a blog
15. Listen to podcasts for teachers
16. Create an action research project
17. Look for new digital tools and try them with your students
18. Ask a teacher you respect to be your mentor

### Smart plan tool

Participants can use their digital tool to structure their plans and then save them as documents.

<https://bit.ly/3zXO5uE>

### Additional resources

#### Becoming a Better Teacher: Exploring Professional Development

- This is a British Council course designed to help you keep up your professional skills. This online course, broken into simple steps, will help you develop your reflective skills and improve your practice in the classroom.

<https://www.teachingenglish.org.uk/article/becoming-better-teacher-exploring-professional-development>

#### Teacher educator self-awareness: Cultivating openness

- In this article, Tessa Woodward explores openness as a feature of self-awareness and provides ideas on how to work on our ability to be open.

<https://www.teachingenglish.org.uk/article/teacher-educator-self-awareness-cultivating-openness>

### **Teacher agency: empowering teachers through self-directed peer observations**

- In this webinar recording, Ana Garcia-Stone describes a peer observation project carried out by two colleagues, done over a year, experimenting with three different types of observation. This process empowered both teachers, and the observations revealed different dimensions of agency.

<https://www.teachingenglish.org.uk/article/teacher-agency-empowering-teachers-through-self-directed-peer-observations>

### **Reflective teaching for the real world**

- In this webinar recording, Jeremy Phillips presents a framework for kick-starting or improving reflective teaching methods to make them practical and results-oriented for ELTs working in diverse contexts. The aim is to make reflective teaching painless and effective by getting teachers to examine their own personalities and perspectives as a first step.

<https://www.teachingenglish.org.uk/article/jeremy-phillips-reflective-teaching-real-world>