

# **AASBO Annual Conference**

## **Current Issues in School Business Management:**

### **Fine Tuning Your Business and Finance Office for a Smooth Operation**

The Benefits of Effective Professional Development

May 6, 2021

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- **What is Professional Development?**
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# What is Professional Development?

- Continuing learning / education
- Career Training
- After a person has entered the workforce
  - Develop new skills
  - Stay up-to-date on current trends
  - Advance career



# Why is Professional Development Important?

- Take advantage of your professional development
- Take ownership of your career
- Invest in your career development
- More likely to achieve success and meet your goals



# Purpose of Professional Development

- **Learn** and **apply** new knowledge and skills
- Increase skill sets and knowledge base
- Stay up-to-date on industry trends



# The Benefits of Professional Development

- Expands your knowledge base
- Boosts confidence and credibility
- Increases earning potential and employability
- Provides networking opportunities
- Keeps you current on industry trends
- Opens the door to career advancements and future career changes



# Ways to Improve Your Professional Development

- Know your career goals and have a plan
- Use annual reviews and other methods to assess your needs
- Work with supervisor to develop a professional development plan
- Take advantage of training opportunities
- Find a mentor
- Cross training
- Consider a lateral move



# Types of Professional Development

- Formal Degree Programs
- Pursuing Certification/Credentials
- Professional Conferences
- Workshops
  - Attending – CE/CPE
  - Presenting





# Types of Professional Development

- Online Learning
- Observing and Shadowing a Colleague
- Self-guided Learning
- Involvement in Organization/Community
  - Officer
  - Board Member
  - Committee Member



# Obtaining Professional Certification

- **Certificates**
  - **AASBO Certificates**
    - CSFO
    - Purchasing/Procurement
    - Payroll/Personnel
    - Local Schools
- **Certification**
  - ASBO International
    - SFO Designation
- **License**
  - CPA

# AASBO Continuous Learning Opportunities

- Certificate Programs
- Annual Conference
- SFO Preparation Program
- Mentoring Programs
  - News CSFOs
  - New Payroll Clerks
  - New Local School Bookkeepers
- Webinars
  - Morning Break Webinars
  - Current Issues Webinars



# Professional Development

- Personal/Professional Ambition
- Improve Knowledge/Skills
- Required by Employer
- Enhance Career Opportunities





# Questions???

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