

Storyboard: Professional Development for You and Your Team

Overview

Project Title	Professional Development for You and Your Team
Background and Purpose	<p>Emergency managers and their teams are required to travel to another location to assist them with a disaster. They often find themselves in a new situation with few resources and are tasked with duties they may not be familiar with. The more experience and training they can get to prepare them for these new situations, the better able they will be to cope with their new role in a disaster.</p> <p>In addition, the emergency manager may leave someone else covering their daily duties when they are committed to responding to a disaster. Therefore, these staff also need additional training and experience to handle that job. Therefore, both the emergency manager and their staff need professional development to ensure they have the skills they need when they need them.</p> <p>We are currently looking at ways to update this training and provide it in conjunction with other things, so having a flipped classroom concept with a video would be helpful for participants to watch prior to coming to class to discuss it and to work on their professional development plan.</p>
Objectives	<ul style="list-style-type: none">• Understand how to facilitate professional development within your team organization• Create a plan to achieve your professional development
Media	Video
Time	2-4 minutes
Resources	Emergency Management Institute (Sept 2017). <i>E/L454 course, Unit 6 Professional Development.</i>



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Screen 1

Visual description or sketch: Opening screen with title	Narration or script: Welcome to Professional Development for you and your team.
Interactions: None	Notes: None

Screen 2

Visual description or sketch: Provide the objectives for this video, which include: <ul style="list-style-type: none">• Understand how to facilitate professional development within your team or organization• Create a plan to achieve your professional development	Narration or script: Upon completion of this unit you will be able to: <ul style="list-style-type: none">• Understand how to facilitate professional development within your team or organization• Create a plan to achieve your professional development
Interactions: None	Notes: None

Screen 3

Visual description or sketch: What is professional development: <ul style="list-style-type: none">• Professional development is a continuous process of growth, learning, and improvement.	Narration or script: Professional development is an ongoing process and long-term strategy that needs to be revisited on a predetermined cycle. Some steps will occur throughout the process while others will happen only once. However, the entire process is a self-renewing cycle to help your team members get the skills and experience they need for the next level within your organization.
Interactions: Have the answer come in after the question	Notes: None



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Screen 4

Visual description or sketch: Why is professional development important in emergency management? <ul style="list-style-type: none">• Prepare yourself for the next level• Prepare your team for your absence• Help you deal with new situations and disasters	Narration or script: So why is professional development so important in the emergency management profession? In the Emergency Management profession, you will often be tasked with new roles and assignments without the ability to fully prepare, for example in an emergency. And, when you get called away to a disaster, your team needs to pick up your regular duties in addition to their own. Therefore, you need to prepare them and yourself for these moments to ensure that your community continues to get the services they need.
Interactions, branching and programming notes: Add fly-ins to increase motion and interest	Notes: None

Screen 5

Visual description or sketch: Establishing a professional development process: <i>Plan:</i> Identify the skills needed and develop a plan to attain them <i>Act:</i> Implement the plan steps, address issues, and record progress <i>Monitor:</i> Review progress against a timeline	Narration or script: To begin you will need to know where you are. You will need to determine your strengths and areas for improvement for yourself and for your team. You can do this through a strength assessment or through evaluation tools such as a personality test based on Jung typology. Once you know the areas to work on, you can develop a plan to outline the steps to get you to the next level. Remember to keep the goals realistic and measurable. You will then need to implement the plan, encourage team members to carry out their plans according to the time frame provided for each step, and offer your continued support. You will want to arrange progress meetings to review and monitor progress, resolve any issues that come up, and determine alternate steps if needed. This is also the time to record the progress being
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	made against the plan.
Interactions, branching and programming notes: Have the steps come in one at a time.	Notes: None

Screen 6

Visual description or sketch: Emergency Management Professional Development Opportunities <ul style="list-style-type: none">• Emergency Management Professional Program• Industry Organizations• State Training Programs• Alumni Associations	Narration or script: There are several professional development programs developed expressly for emergency managers. These include the Emergency Management Professional Program which has a basic academy for those with less than 5 years of experience, an advanced academy for those with 5-10 years of experience, and an executive academy for those with more than 10 years of experience. There are also industry organizations such as the International Association of Emergency Managers and their certified Emergency Manager program, as well as the National Emergency Management Association. There are also state professional programs and alumni associations that offer further training. Check with those near you.
Interactions, branching and programming notes: Add fly-ins to increase motion and interest	Notes: None

Screen 7

Visual description or sketch: Myth or fact: Professional development happens by itself? <ul style="list-style-type: none">• Myth, professional development needs planning and effort to occur	Narration or script: Myth or fact: Professional development happens by itself? Myth, professional development needs planning and effort to occur
Interactions, branching and programming notes:	Notes:



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Have the question appear before the answer	None
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Screen 8

Visual description or sketch: Professional development key points: <ul style="list-style-type: none">• It's an ongoing process• It involves both your team and you• It doesn't happen without effort	Narration or script: The key point to remember as you start building your professional development plan and the one for your team is that professional development is an ongoing process that involves both you and your team. It takes effort, planning and guidance to succeed, particularly in the fast-paced world of emergency management.
Interactions, branching and programming notes: Add fly-ins to increase motion and interest	Notes: None

Screen 9

Visual description or sketch: Have a question? Get in touch with <ul style="list-style-type: none">• JoAnna Wagschal, Training Manager• Email: jwagschal@ideationinc.com	Narration or script: While it is easy to be overcome by events, having professional development plans will help prepare your team, boost morale, and decrease stress during disasters. If you have any questions or need additional information, please contact JoAnna Wagschal at Jwagschal@ideationinc.com
Interactions, branching and programming notes: None	Notes: None

