

1521A Classified Professional Development Day

April 3, 2019

8:30 AM - 4:00 PM

8:30 – 9:00 Welcome remarks by Interim President, Dr. Lawrence Buckley

9:00 - 9:30 Breakfast

9:30 - 9:45 Group Ice Breaker: How Are You Feeling About Today? (Photos and Sharing)

9:45 - 10:00 Goals and Agreements and Commitments

Personal Mission, Vision and Values

Environment and Expectations

Fun, Creativity, Openness, Communication, Engagement, Civil Disagreement, Teamwork Reflection, Aspiration, Leadership

Personal Commitment

Stay engaged, meet someone new, stay off my phone, be present, learn something useful, etc.

10:00 - 10:15 What are Mission, Vision and Values?

- How are they defined? Why do we need them? How do we use them? What's the point?
- Ask the group to remember a time where they did not have clear directions to a destination or for a task and how it affected the outcome? How would it have been different if the directions were clear?
- Why?
 - Vision, Mission and Values bring clarity
 - Critical to Success
 - Explain your aspiration in a concise manner
 - Help you focus on what is really important
 - Provide a basis for developing other aspects of your personal strategic plan and goals
- Definition:
 - Vision is the DESTINATION, Mission is the VEHICLE and Values are the FUEL
 - Vision: The purpose, what you want to accomplish, aspiration
 - Mission: How you will achieve your vision, what you plan to do to pursue your purpose
 - Values: the beliefs and values you hold that you strive to practice in your pursuit of your vision

10:15 - 10:45 Personal Values: Values Clarification activity

- Values Clarification Worksheet
 - Reduce list to 10
 - Reduce list to 5
 - Reduce to 3
- Reflect on and take notes on what success for each of those values looks like
- Pair Share
- Here are some examples:
 - **Being Productive:** For me, being productive means feeling good about what I have accomplished at the end of the day.
 - **Financial Wealth:** It is important to me to make enough money to provide me with the things that my family and I need and want, and to set some funds aside for college savings, big purchases, travel, and retirement.
 - **Feeling Excited and Stimulated by Life:** I need to feel challenged in my life. I like overcoming new problems and having new experiences.

10:45 - 11:00 Break: Set up magazines, glue, scissors, paper, stickers

11:00 - 11:30 Personal Vision: Creative Activity: Create a vision board collage

- If you want to feel like you're getting more out of life, a personal vision can help
- This will then help you set short and long-term goals, which should influence your daily plan
- Everyone should know what they want from life and to have a plan to get there. You can think of it like a pyramid:
 - Top: Daily Task List
 - Weekly/Monthly Task List
 - 1 year goals
 - 5-10 Year goals
 - Personal Vision
- Using the materials provided and those you want to draw/write, create your own vision board

11:30 - 12:00 Personal Mission: Begin Drafting and Creating a Personal Mission Statement

"When you discover your mission, you will feel its demand. It will fill you with enthusiasm and a burning desire to get to work on it." -W. Clement Stone

- Mission Statements:
 - Your vehicle for pursuing your vision; how am I going to get where I want to go?
 - It should inspire you!
 - Franklin Covey's 2nd Habit: Begin with the End in Mind – Video!!
 - Will probably evolve over time
- Things to consider:
 - What are you passionate about?
 - What are your values?
 - What makes you great?
- A few examples:
 - Denise Morrison
 - Sir Richard Branson
 - Amanda Steinberg
 - Oprah

Draft your mission statements

Choose a frame and a paper and write your mission statement on the glass.

12:00 - 1:00 Lunch

1:00 – 1:15 Vision Resource Center Commercial

1:15 - 1:30 Group Energizer: Heads or tails tourney. Stand up, put your hands on head or butt. Facilitator flips coin, stay standing if you were right. Continue until winner and give prize.

1:30 - 3:30 Assertive Communication

3:15 – 3:40 **Table Conversations**

LAPC Mission Statement: Los Angeles Pierce College is a student-centered educational institution that offers opportunities to achieve success in a diverse college community. The college dedicates its resources to assist students in identifying and reaching their educational, career, and personal goals.

Personal Reflection: Connection of the two - Personal to LAPC

- What are natural alignments?
- Where are potential conflicts?
- What do you still need? (Professional Learning, Reflection, Clarification, Resources, Information)
- What commitments will you make?
- What will you continue to do?
- What will you do more of?

- What will you change?
- How will you know what's working?

3:40 - 4:00 Wrap Up and Next Steps

Table Talk with Dice:

1. One thing you learned or will take from today
2. Something or someone you are proud of
3. What happened today that made you happy or excited?
4. One new person you met (or someone you got to know better)
5. Something that challenged you today
6. Choose Your Own