

Opportunities for Professional Development

Professional Development Pathways (PDP) provides tools, guidance, and learning opportunities for employees and supervisors who want to invest in talent development and career growth. Full-time and part-time regular faculty and staff can participate in PDP in several ways including:

Enrolling in a PDP professional development certificate program

- Professional development certificate programs have been created to assist **active full-time and part-time regular faculty and staff** in building knowledge and skills in several subject areas that were prioritized by a cross-functional workgroup of university employees. To participate in one of these programs, employees can go to <https://ohio.edu/hr/professional-development/courses> and register for desired courses. After registering, participants will be enrolled in Blackboard-based training and simultaneously enrolled in a corresponding professional development certificate program within 24-48 hours. A confirmation email with further instructions will be sent.
- Once in Blackboard, participants should click on My Organizations to find the PDP Certificate Programs into which they've been enrolled. It is **strongly recommended** that participants use Firefox for all Blackboard-based PDP courses.
- We are currently redeveloping many of our in-person learning sessions to better fit within a virtual environment. These will likely use Teams as the primary method of delivery, and delivery dates may change as the courses are redeveloped.

Taking eLearning courses or reading on-line books offered by Skillsoft

- Ohio University has partnered with Skillsoft, a leading provider of on-line learning resources, to make thousands of elearning courses, books and videos available to full-time and part-time regular faculty and staff. Employees can browse Skillsoft's expansive library of learning resources or quickly jump to a list of recommended topics including Microsoft Office applications (Word, PowerPoint, Excel, Outlook and Teams), Customer Service, Communication Skills, and many more.
- To participate in Skillsoft courses, employees should visit <https://ohiopdp.skillport.com> and use their OHIO ID and password to log in. By clicking on "Browse the Library" at the top of the landing page, participants can find a categorized list of OHIO Recommended eLearning courses and books. More courses and books will be added to this section in the coming weeks.
- As mentioned, **Skillsoft resources are only licensed for active full-time and part-time regular faculty and staff and are not available for students or student employees.** However, supervisors can take Skillsoft courses and then share/discuss highlights with student employees as a way of solidifying their own learning while also helping the student employees with their development.

Creating a professional development plan to guide individual career development efforts

- Although professional development certificate programs and on-line learning resources are helpful components of a professional development program, the best development opportunities often come from on-the-job experiences that are designed, discussed and deliberately planned by employees and their supervisors.
- Employees and supervisors should both review the [OHIO Professional Development Plan Guidelines](#) for further information and the [Professional Development Plan Template](#) for assistance in developing the employee's unique plan.