

Top Tips – to help you prepare for PDR conversations



Professional Practice

- What have you achieved?
- What skills have you developed?



Putting our values into action

- How have you demonstrated the University values in your work?



Relationships with others

- How have you collaborated?
- What feedback have you received?



Overcoming challenges

- What obstacles did you face?
- How did you overcome them?



Planning, delivery and continuous improvement

- How have you contributed to team or project success?
- What improvements have you made?



Additional Professional Development

- What training or learning have you completed?
- What would you like to explore next?



Support and development needs

Consider additional developmental support that may be beneficial - coaching, mentorship, wellbeing, staff networks, and professional groups.



Goals and aspirations

- What are your Individual & Team Goals?
- What are you Career Goals?
- What are your short- and long-term aspirations?
- How will achieve them?

Look forward. Look back at previous successes and development areas. Look forward to next year's goal focus and development.