



Professional Development at Work



Least Structured

You don't have to sign up for a class to learn something new – start by identifying the things you'd like to do and look for opportunities to build experience while at work.

No one is an island. Connecting to supportive coworkers, supervisors who can help find stretch goal projects or groups that would help build your network can be a great way to get information about what to do next, which skills to focus on and maintain progress.

If you want something structured and formal, taking a class or getting a certification would be your best option. Look for classes that would build new skills, add to existing competencies or support your experience.

Most Structured

- Volunteer for a project you might otherwise avoid due to skill level – use the opportunity to learn while at work
- Join groups in your department or in your private life to build communication, leadership and other soft skills
- Talk to your supervisor about your goals; discuss upcoming projects or opportunities to build a skill
- Connect to University networks to find a professional mentor – someone who can help you identify skills to build and offer guidance ([Academic Staff Mentoring Committee](#); [DoIT Mentoring Program](#))
- Join a Community of Practice in your field of interest to find support and resources that might be beneficial <https://www.ohr.wisc.edu/cop/>
- Pay attention to conferences – these can be great opportunities for informal training and to connect with potential mentors who can help advance your career goals [UW Campus Conference Schedule](#) (talent.wisc.edu)
- Division of Continuing Studies – Offers courses and certificates for professionals in the Madison area <https://continuingstudies.wisc.edu/>
- Learning and Talent Development – Workshops and programs designed to address specific development needs on campus; often free to employees <https://www.talent.wisc.edu/home/>
- BadgerReady Program <https://acsss.wisc.edu/badger-ready/>
- Graduate School at UW <https://grad.wisc.edu/>