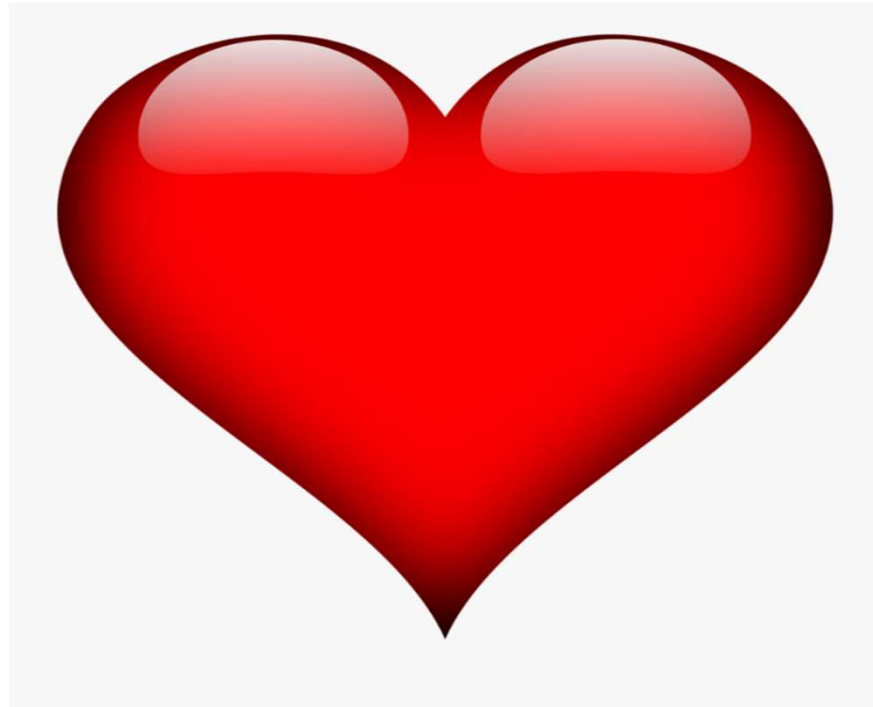




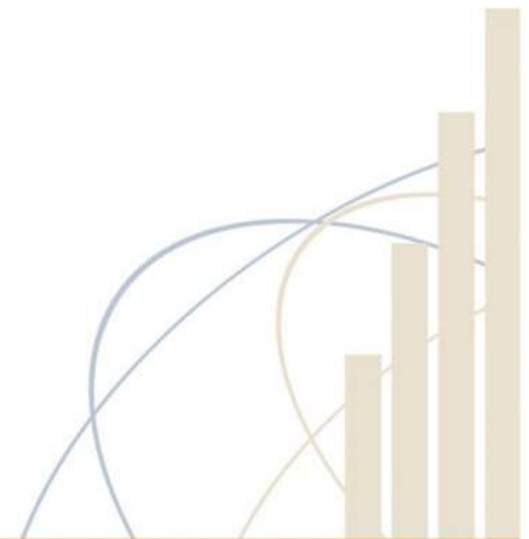
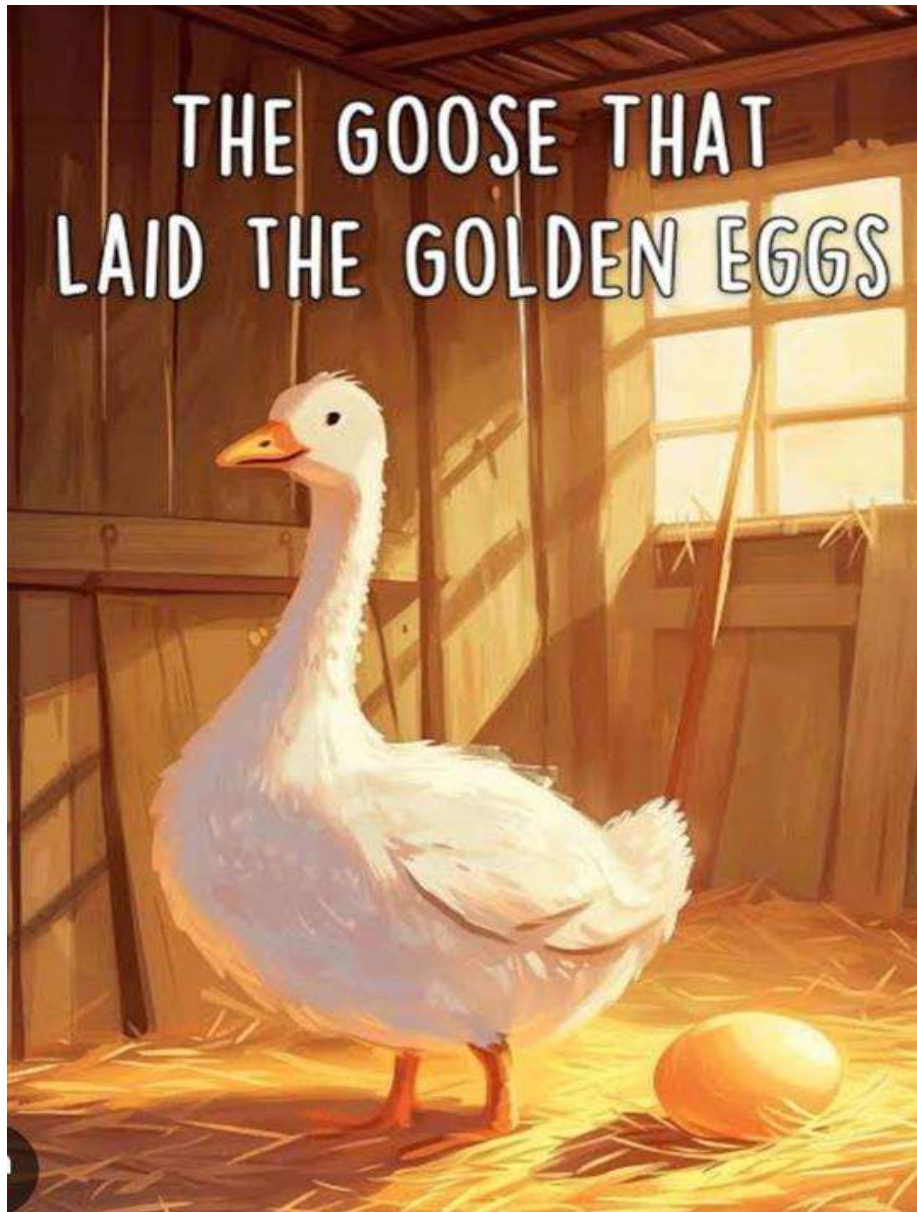
Don't kill the goose that lays the golden eggs: The importance of Continuous Learning and Professional Development (CLPD)



Love the
goose by
loving what
you do and
those you
serve



My continuous learning and professional development is my goose that lays the golden eggs



Why is CPD important?



WHY ? The knowledge and skills needed to **function effectively** as a Public Sector Official” in all spheres of government, **continue to change and expand at a rapid rate**. Members face increased knowledge and skills expectations.

Continued development of professional competence and lifelong learning **is critical** for members to meet these expectations.

WHAT ? “Continuous professional development” refers to **post qualification learning activities** for developing the capabilities and skills of individuals to **perform competently** within their professional environments.

“Skills” refer to the **various types of abilities required** to apply knowledge and values appropriately and effectively in a professional context.

“Relevant” refers **to subject matter or activities associated with** municipal and public finance and management, general accounting or finance.

Seven essential pillars of personal development - Brian Tracy



1. Personal objectives - Developing short-term and long-term goals for your growth is important.
2. Personal analysis – Helps you to be conscious of which areas you are naturally gifted and areas where you need improvement.
3. Personal (soft) skills- areas of expertise you were born with or have developed- know your strengths and improvement areas.
4. Personal power – connections with growth minded people and money (confidence & opportunities).
5. Personal growth – This refers to bettering yourself, stepping out of your comfort zone, focusing on becoming a better version of yourself.
6. Personal improvement – Adopt good work habits and a positive mental attitude.
7. Personal empowerment – Adopt a positive mindset and include creativity within your daily life, to help speed up the time it takes to achieve your goals.

What areas to continuously develop and learn – Batho pele principle



Examples of skills needed to live out the Batho pele principles

Batho pele principle	Key skill needed
Consultation , Courtesy	Communication and Interpersonal skills, Active listening , multilingual, empathy and emotional intelligence, respect
Service standards	Complaint handling, problem solving, conflict management
Access to services	Accessibility planning and service standards management
Information	Operational and administrative skills, record keeping and data analysis,
Openness and transparency	Transparency (openness) and reporting (timely),
Redress	Proactive problem solving, ethical and professional conduct, accountability
Value for money	Efficiency and resource management, strategic planning, Innovation and proactivity



Examples of Resources



- ❖ National school of government – <https://www.theng.gov.za>
- ❖ CIGFARO – <https://cigfaro.co.za>
- ❖ SA Accounting academy – <https://www.accountingacademy.co.za>
- ❖ Training courses offered by your employer / Treasury
- ❖ University and Colleges short courses based on your current skills gaps and where you desire to go in the future

To improve professional skills the below are recommended:

- ❖ Linked in learning – <https://www.linkedin.com>

Examples of resources – continued

To improve professional skills the below are recommended:

- ❖ Course SA - <https://www.coursesa.org.za>
- ❖ Udemy learning - www.Udemy.com
- ❖ Google grow - <https://grow.google>
- ❖ Allison learning - <https://allison.com>

On Allison - You can also do an aptitude test – your cognitive development to understand where you are in terms of the core skills required for the work place and it will suggest courses you can do to close the gaps

Practical ways to achieve CPD ?

- ❖ Identify time – to set aside to learn – evenings, early mornings, lunch time and commute/travel time
- ❖ Save money – to pay for the course, conference – monitor your spending for 3 months to see where you can reduce your expenses so that you can be able to put money aside to pay towards the course/qualification
- ❖ Mentor - Identify a mentor to help you.
- ❖ Environment – choose thoughts that support your goals, choose to only spend time with family members, colleagues and friends who encourage your development.
- ❖ Accountability partner - find a coach/family member/ friend to hold you accountable in your journey
- ❖ Discipline, self love & consistency - Honour the promise to yourself – everyday – be like the goose

Call to action - SMART action steps

- ❖ Set a specific date before 21 February to have a date with yourself – do your SWOT analysis , based on your current and desired career growth, your dreams of service excellence and how you are currently showing up based on the Batho pele principles
- ❖ Write down the result of your analysis by 22 February – and be specific on the areas you identified where you are doing well – strengths, areas where you need to grow – weakness – and areas where you are not satisfied with your current performance – opportunities to improve your current skill set .
- ❖ Prioritise the gaps you want to close In order of importance to you and your work area by 1 March.
- ❖ Write down your areas of development – starting with the skills gap, the intervention you are going to do and the time period by 01 March.
- ❖ Commit to your self a date when you will start saving money towards those identified areas that need financial investment

Quotes from the late Jim Rohn

- ❖ If you will change, everything will change for you, if you will get better, everything will get better for you. If you adopt better habits, everything will get better for you.
- ❖ You get paid for bringing value to the workplace. You give time to the workplace, but you do not get paid for time, you are paid based on the value you bring.
- ❖ It is possible to be paid 3 times what you are currently getting paid, only if you will become more valuable to the workplace.
- ❖ To become a person of value to the workplace you need to invest in your continuous professional development.



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**Continuous learning
and professional
development leads
to growth, fulfilment
and beautiful
outcomes.....**



References and acknowledgements

Some data used in the presentation is from the following sources :

Brian Tracy – You tube – the 7 essential pillars of personal development

Jim Rohn – You tube – What truly determines your future

Bible - NIV version

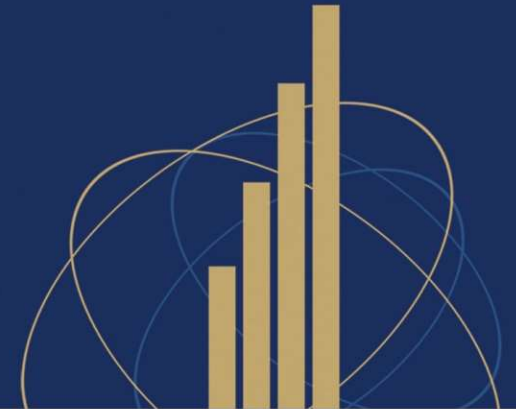
CIGFARO website - Development - CPD policy

National school of governance website

Google search



Thank You!



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