Professional Development Day Brainstorming Worksheet

Tips:

1. Engage Senior Leaders.
2. Plan sessions that are engaging and serve the mission of your institution.
3. **Organization is key—your project plan will be your best friend; refer to it often and use it as your guide.**
4. Build excitement, create buy-in, and generate positive buzz.
5. Make use of the unique, and oftentimes free resources around you.

List 5-7 ideas for unique and meaningful programs you could schedule as part of your day of development at your institution

1. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

2. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

3. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

4. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

5. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

6. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

7. **Course Topic/Name:** ____________________________
   
   Facilitator: ____________________________

*Don’t forget...the project plan is key!*