

## Spring 2024 Professional Development Retreat – Post-Event Discussion Guide



The Professional Development Retreat planning team hopes this document will help your team process and take steps to turn your training experience into meaningful action items. This document is a *guide* – it is here to help give your conversations focus and structure. But don't let it limit you!

First, we suggest you make time to simply connect with one another and establish some general expectations for the conversation. You might talk about ...

- Who's in the room? Do introductions or re-introductions if needed.
- What's keeping everyone busy these days? What is one thing on the very top of your to-do list?
- What do we most hope to gain from participation in this discussion?
- What sessions did everyone attend? Here are the titles:
  - Multigenerational Teams: Building Inclusivity to Support Success.
  - Leadership Styles and Department Builders.
  - Minding Our Mind: Thriving at Work Through the Power of Presence.
  - Building Workplace Culture Through Communication and Boundaries.
  - Strategies, Suggestions & Stories: How to Create, Facilitate and Sustain an Inclusive and Empathetic Workplace Environment.
- What do we hope those of us in the room *will do* as part of the discussion? Is there anything we hope people will *not do*?
  - Examples: *Do* allow all to speak as desired and *don't* have side-conversations.

When everyone feels ready to discuss the sessions, here are some prompts to help you de-brief and discuss:

- What ideas or themes stood out to you?
- How are the topics covered in the events (sessions and/or keynote address) showing up in your work right now? Was there anything that surprised you?
- What connections are you seeing from the sessions to making work/life easier for you? What about making life at work more enjoyable and collaborative?
- What concepts or strategies resonated with you in general? How might you implement them in your daily work?

The next page includes a suggested strategy that you could use to organize your thoughts.

**What we knew or wanted to learn going into the day:**

**What we learned:**

**Ways to put what we learned into action:**