

**PROFESSIONAL DEVELOPMENT 101**

**1. Pre-Event Planning: Logistics, Logistics, Logistics**

- # of participants
- Length of presentation
- Space available
- Name tags
- Technology available (Wi-Fi, projectors)
- Sound systems (music for activity, wireless mic) available
- Equipment available
- How handouts will be handled

**2. Planning Resources: Doing What Is Doable**

- Know the Primary Resource – OPENPhysEd.org
- Practice games, activities, and transitions ahead of time
- Understand, visualize, and diagram the activity flow and transitions
- Discern if all the equipment is available or if modification is possible
- Activity is the primary delivery system – PowerPoint slides supplement content

**3. The Process Nest: Connecting The Content**

**There are 3 layers of presentation: Content, Process, and Context**

1. Content – the material to be covered
2. Process – how learners will connect with and understand the content
3. Context – the physical environment of the facility, the moods and attitudes of the participants, the expectations of the day, etc

**Typical PRESENTER Mindset:** Content is the most important, process is secondary, and seldom facilitate the context.

**Typical PARTICIPANT Mindset:** Context is most important (i.e., What time is this over? When is lunch? Who the #@%\$ is this presenter? Is my BFF here?). We are lucky to retain 20% of the content – even if fully engaged.

**Building the Presentation Nest**

- ✓ Attend to the context of the day, (i.e., agenda, breaks, etc.)
- ✓ Give small doses of content
- ✓ Create opportunities to process content (pair/share, parking lots, small groups, etc.)

**4. Workshop Delivery: A Servant’s Heart**

- Think safety first!
- Be a resource: you are there to help people help kids!
- You don’t know everything – don’t act like you do.
- Adults will act worse than kids. Be prepared to handle difficult situations.
- Model classroom management strategies that work for you.
- Model best instructional practices.
- Enthusiasm matters. Sincerity is noticed. Participants must relate to you.
- Make it fun, Fun, FUN!