

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

What is CPD?

Continuing Professional Development (CPD) is learning. Every time you learn something new you are doing CPD. CPD is the systematic maintenance, improvement and broadening of knowledge and skills and the development of personal qualities necessary for the execution of professional duties throughout your working life.

CPD is supported by IGEN with the aim of creating an environment which enables you to remain professionally competent.

Why Should I do CPD?

Competence, confidence and career progression. These are the main benefits of CPD.

- By continuing to learn new skills you are keeping yourself competent.
- By updating your knowledge, you will have confidence in yourself and inspire confidence in those that work with you.
- By demonstrating your commitment to learn you are more likely to be given opportunities to progress your career.

Also IGEN's Professional Code of Conduct require all members to maintain and develop their professional competence and support the development of others. In addition, professionally registered engineers must abide by the CPD Code for Registrants as detailed in UK-SPEC. Each year IGEN will randomly select a number of members and ask them to present their CPD records for review.



How much should I do and what counts?

Everything that contributes to your learning is professional development. Whether you are gaining increased knowledge, developing a new skill or improving your performance or attitude, it all counts. This could be something you do in the workplace such as managing a project, chairing a meeting or delivering a presentation. Or it could be something you do in your spare time such as volunteer work for IGEN, a local charity or community group. Any formal training completed can also be used towards your CPD.

CPD will be different for each person depending on where they are in their career and what they need to do to remain competent at their job. Good CPD activities are activities that help you develop and improve the way you work. So think about activities that improve your time management, efficiency, team management or customer relation skills. Also things that increase your knowledge of your job, your company or the gas industry.

Quality is much more important than quantity. The most important aspect of CPD is the depth of knowledge and skill that you acquire, ie the learning outcome, rather than the number of hours of study which you undertake, ie the input.

How do I record CPD?

Doing CPD is easy. Recording it is tricky. There is no right or wrong way to record CPD and the best way is the way that works for you. This could be using paper files or company systems. How often you record CPD is also whatever works for you, although IGEN would recommend recording something at least once a month.

One thing that is useful to keep track of your CPD is to prepare a CPD plan. This can be done once a year or more often if it helps. When you record your CPD activities you can refer back to your plan to make sure you are on track to complete your training objectives.

IGEM members have access to the online professional development tool, mycareepath. Login to My IGEN to register and access further guidance.

