

IEEE Region8 Professional Activities Sub-Committee Report (Oct 2010)

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FOREWORD

Professional Activities comprise the set of complementary non-technical skills that engineers need to achieve a successful career, from graduation to retirement.

The program of Professional Activities in Region 8 aims to provide, through workshops, seminars, and web-based resources, a comprehensive range of opportunities for IEEE members to develop their communication, business, and management skills.

1. INTRODUCTION

IEEE R8 Professional Activities Sub-Committee (PASC) consists of the following people (in alphabetical order):

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To have further details, please visit <http://www.ieee.org/pa/r8pa>

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2. Professional Activities Summit – Leuven/Belgium, August/2010

2.1 Facts and Figures

E-mails exchanged within PA Committee (Feb'10-Aug'10) : 285+

Skype meetings (Feb'10–Aug'10) : 6

Money spent : ~ EUR 9.000

Event Date : 7th of August

Number of parallel sessions: 5

Number of attendees : 41

Workshop material: PA Handbook, Zipped Folder, USB, Pen, Summit Booklet

Website : <http://www.ieee.org/go/r8pasummit>

Future investment: The workshops are recorded. The edited DVDs will be distributed to section chairs when ready.

2.2 Observations and Future Recommendations

Location: Belgium was chosen as the venue for PA Summit since the Student Branch and Gold Congress was organized in Belgium. The initial idea was to make PA Summit sessions available to all the attendees of the SBC 2010 as well as people from outside. However, with a decision later given by VC MA and VC SAC, the students attending the SBC were not allowed to attend the PA Summit. We suggest PA Summit to be organised as a separate event in the future in order not to create conflict of interest although both events are organized to promote IEEE products and services.

Venue: The local organisers arranged the coffee and tea facilities for the PA Summit and there was a member of the local committee in each classroom. For that, we are very thankful to the local committee. However, the lunch and coffee facilities were arranged in a building that is about 500m away from the building where the sessions were held. Thus, all the attendees and the trainers had to spend considerable amount of time to walk back and forth during the breaks. We suggest future organisers to pay more attention to these details.

Timing: Given the timing of the event, there were many people on vacation. Thus, the outreach to public in the close vicinity of the location was limited although as the PA committee we tried many different channels including facebook, twitter, e-mails to local youth and charity groups, etc. We suggest the future PA Committee to consider organising such events in winter.

Workshop Density: On average, there were 8 people per workshop. Given the efforts of the PA Committee and the fact that there were 5 professional trainers who devoted their time to this event, we believe that the

decision about students not being allowed to this event should have been re-visited by the VCs. The PA Committee had presented the target audience for this event as GOLD, Students and Young professionals during the Region8 Meeting in March. We believe that the PA Committee should have been informed if the target audience for the PA Summit had been planned differently by the VCs.

We believe it was a shame not to allow students attending the SBC to benefit from this event.

Miscellaneous: The PA Committee members are asked to pay registration fee (EUR285 per person) to be present at the SBC. The PA Committee members know (from past experience) that the volunteers who are contributing to an event are generally not asked to pay registration fee. Furthermore, PA Committee had sessions at the SBC (in addition to the PA Summit), thus it is our belief that no registration fee should be asked in return of such voluntary contributions.

Future Recommendations for future PA Summits:´

- i. Written agreement with the local organisers**
- ii. Written approval by the VCs**
- ii. More support needed from OpCom**
- iv. Online Webinar Development**
- v. Less number of parallel workshops**

2.3. Workshop List

2.3.1 Get a Flying Start.

Trainer: Margaretha Eriksson

Abstract: How to fit in and be productive in a day! The first day at your new job—this is how you make the most of it. Get a head start by learning to find the way around the office, meet the right people and remember their names and faces. Find the formal and informal leaders, and sources of important information.

2.3.2 STARS approach to management and leadership – the personal journey.

Trainer: Han Van Loon

Abstract: How to create, attract and retain good leaders, managers and sustain a motivated and dedicated workforce?

In many enterprises, this is a challenge. Great people are in high demand. Customers demand quality solutions and quick response. The world's best enterprises have a culture in which people enjoy their work and constantly seek ways to make it even better, are treated well and treat others well (not just human resources but human involvement).

STARS is a methodology that focuses on a humanistic approach to leadership and management in enterprises. It bridges the gap between hard management science and soft people skills. STARS creates a culture of motivated people who excel in management and leadership.

2.3.3 International Management based on real cases

Abstract: Peter Olf

Synopsis: We all know: the world is getting more and more international and markets grow more and more global – and there is no way back. This means that future managers need to make ever more decisions in international and multicultural environments.

And this is exactly what we want to practice! In less than 8 hours (net) we will work on real projects from around the world and discuss best possible solutions. We will do one case in class. Students will do two cases in break-out groups and present their solutions based on their best judgment.

This seminar has its high value because of our holistic approach: we will think of all aspects and all target audiences of the cases before we make final decisions.

2.3.4 Development of Leadership Skills

Trainer: Kurt Richter

Abstract: This workshop will introduce participants into interpersonal, group, team and leadership skills. The format for the workshop is through interactive participation, using several exercises and case studies. The skills developed are appropriate for application in management or leadership positions in various types of organisations including business, industry or volunteer activities.

An important part will deal with problem solution and co-operation with difficult team members by a proper involvement in the process of problem solving and decision making. In the workshop the different types of conflicts as well as various strategies and its consequences will be analyzed. Choosing the right team is a preventive measure to minimise the causes of conflicts and during controversial discussions it is important to have a team which acts as objectively as possible by keeping to the facts and weighing the consequences of the decisions. To select the right person for a position it is very useful to know and to categorise its personality. Self tests and its evaluation as well as case studies will help to understand a scheme of personality types presented.

2.3.5 GPS For Entrepreneurs

Trainer: Dave Synaev

Abstract: Learn about the most efficient way of Ideation, Idea Selection, Project Definition and how to Create Buy-In for your great ideas. After the GPS for Entrepreneurs participants will know 5 creative attitudes, have practical ways on how to stimulate each of these attitudes, have a 6 point check list on the buy-in strengths, have participated in a very effective ideation session, have gone through a selection process, have defined a concised project file

4. Collaboration with JCI

JCI is a membership-based nonprofit organisation of 200,000 young people ages 18 to 40 in 5,000 communities and more than 100 countries around the world. This global network connects JCI members from around the world, empowering them to run international projects, exchange ideas and work together to develop new ways to create positive change in their communities.

The mission of this organisation is to provide development opportunities that empower young people to create positive change.

With great thanks to Margaretha Eriksson – Sweden Section Chair, we were able to establish local links with the JCI trainers, and we had the pleasure to welcome one of their trainers, Dave Synaev, at the PA Summit in Leuven, Belgium. Dave Synaev is a self employed project manager specialised in healthcare and elderly care technological projects. He is also a professional trainer in creative thinking, business development, product development and project management. He facilitates brainstorm sessions and is an Insights ® accredited practitioner. In his free time, he directs the Flemish Training Institute of JCI (Junior Chamber International) and gives international trainings on leadership, personal development and applied creativity.

We would like to strengthen our relationship with JCI in the future, and we believe PA Summit was an ideal start.