

**Course modules are led by a facilitator knowledgeable on the topic either through their training, work, life or BPW experience.**

- Candidates must support the goals and objectives of the BPW/OHIO Legislative Platform.
- To compete at higher levels candidates must be members of BPW.
- At the Region competition, one candidate will be selected to represent the Region at the BPW/OHIO Individual Development Speak-off April 18, 2020.
- To be eligible an individual must have completed all the modules. The completion date does not matter for this year's competition.

## **The Individual Development Program (ID)**

ID provides training and practice opportunities in public speaking, general communications and job performance skills.

The program introduces participants to the mission and vision of Business and Professional Women (BPW).

*It is not who you know but  
what you know about who you  
know!*

**– Charisse Kellums**

*For more information please contact:*

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**2019/2020 ID Local Chair**

## **Business & Professional Women's Individual Development Program**

If you cannot see where you are going,  
ask someone who has been there before.

**— J Loren Norris**



**Grow Personally and Professionally  
Participate in the Individual  
Development Program**



*If your actions create a legacy that inspires others to dream more, learn more, do more and become more, then, you are an excellent leader. — Dolly Parton*

## Program History

The Individual Development program was developed in the 1960's to further enhance leadership and communication skills for working women. It has evolved over the years to meet the changing needs of women but the core of the program remains – with a communications and public speaking focus. BPW Foundation continues to support ID; a licensed Signature Program.

### Express yourself and become a powerful woman in action.

Materials available: Individual Development overview, participant eligibility, participant bio information, judge score sheet and the 2019-20 BPW/OHIO Legislative Platform sheet.

### Important Dates

**March 18, 2020** – Region representative bio information sheet due to State Chair

**April 18, 2020** -- State Competition

**May 15-17, 2020** - State Conference

## Facilitator Led Course Modules

- 1) **BPW: The Past, Present & Future:** Historical perspective and current opportunities of BPW.
- 2) **DISCover Traits:** Understanding behavioral and communication styles – managing for improved performance.
- 3) **Presentable:** Learn to organize and create presentations.
- 4) **Standing Up & Standing Out: Oral Presentations:** Developing confidence to deliver an oral presentation. Impromptu and prepared speeches are presented.
- 5) **Define and Shine!** How to create and use a network.
- 6) **It's All About You!** Interviewing tips and techniques.
- 7) **Meet Me In The Middle:** Negotiating skills for a WIN-WIN outcome.
- 8) **Best in Class. Developing Leadership Skills:** Are you the leader you want to be? Developing leadership qualities that will help you rise to the top!
- 9) **Get Into It and Out of It! Parliamentary Procedure:** Using parliamentary process can streamline any meeting and committee.
- 10) **Business Etiquette:** Provide guidelines for decorum in business settings, email, and work gatherings.
- 11) **You Have the Right to Write!** Understand your advocacy role in your business and community.
- 12) **Reaching for the Stars!** Develop your goals. Learn about governing values – what is important to you, how do you see the world, and what do you believe in?
- 13) **Using Various Media Venues!** Develop media relationships for your business or organization.



*I always did something I was a little not ready to do. I think that's how you grow. When there's that moment of 'Wow, I'm not really sure I can do this,' and you push through those moments, that's when you have a breakthrough. — Marissa Mayer, CEO of Yahoo!*

“What they said...”

I created and made the presentation to the managers within my department from an IDEA to use the D.I.S.C. model in a team building exercise to increase continuous improvement opportunities.

Because of the health topics of the speeches; women were made aware of the signs of women related cancers, heart disease and women only health concerns. ID has far reaching impact.

When applying for a supervisor position I thought of the leadership skills I possessed and what I would bring to this job. They were looking for a leader not someone to only manage functions. The ID course provided the distinction in my skill set to reference.

Called the Cable Company; was on hold for 22 minutes. Finally, I had a live person to tell my story. I knew I wanted the outcome to be a win for me. Negotiation skills took over. I wondered where they came from. Then I remembered; ID of course.