

Professional Development

Compliance and monitoring

As PD is a compulsory requirement for Corporate Members, confidential audits of compliance will be conducted nationally from July 2006.

Members are required to maintain clear and complete records of their PD activities which include the date an activity was undertaken, description of the course/activity, the course provider, the relevant PD category/points and the value of the activity to the member's lifelong professional development.

This documentation must be retained for two years after the conclusion of each two year PD period. A suggested format for recording PD participation is available from the PIA website or PIA National Office.

Members who experience difficulty in meeting their PD obligations are encouraged to contact PIA to discuss options available to them.

How do I get more Information?

For more information on PIA's PD policy and guidelines please visit the PIA website www.planning.org.au or contact the PIA National Office.

PIA National Office

PO Box 5427
KINGSTON ACT 2604

TEL 02 6262 5933
FAX 02 6262 9970
EMAIL education@planning.org.au
WEB www.planning.org.au



Professional Development – Investing in your future

Planners, like many professions, need to maintain and enhance their professional knowledge and skills as their careers progress. This is especially important as the planning profession embraces new and broader ranges of knowledge, skills, values and technologies.

Professional Development (PD) addresses the needs for ongoing lifelong learning in the workplace. It embraces technical aspects of planning as well as non-technical and 'soft skills' which are increasingly important as professionals progress to new phases of their careers, take on new responsibilities or meet increasing expectations of employers and the community.

PIA's PD requirements

Professional Development is compulsory for Corporate Members and is strongly recommended for all members.

PIA's PD policy requires that Corporate Members achieve a minimum of 60 PD points over a consecutive two year period, in at least two categories of activity. A minimum of 20 points must be achieved each year. Members are required to provide PIA with an annual record of their PD activity.

What counts as PD?

PD is not just about attending events and not only PIA events 'count' as PD. The PD policy provides some flexibility to ensure members are able to meet their individual needs given the changing professional environment and nature of the planning profession. PIA's policy and guidelines provide you with the tools to assess whether activities are genuinely appropriate for your professional development.

PD points and categories

Most PD activities attract 1 point per hour of activity. However learning environments and activities which require greater effort and outcomes achieved will attract 2 points per hour of activity.

Activities in the following categories attract 1 PD point per hour:

- **Conferences, seminars, lectures and study tours**
Participation in these activities, which do not include assessments.
- **Informal learning**
'Structured' reading of publications, distance and self-taught courses which contribute to the personal development of planning or non-planning knowledge, expertise and skills.
- **Profession and community service**
Committee and other services aimed at developing the planning profession, including, involvement in editorial and peer review activities, formal mentoring programs, and professional input to overseas aid projects.



Activities in the following categories attract 2 PD points per hour:

- **Formal education and training**
Formal face to face and distance education, intensive short courses and workshops where formal instruction or hands-on experience, and assessment is provided by PIA or a recognised educational institution. This includes the PIA Planning Practise Course.
- **Presentations, papers, publications and instruction**
Preparation of material for publication and/or presentation of technical papers at conferences, etc, which contribute to the advancement of other planners' competencies.