

gps

graduate professional skills program

# GPS: A Roadmap for Graduate Professional Skills Development

Graduate Professional Skills Program



# GPS: Graduate Professional Skills Development

**The Graduate Professional Skills Program (GPS)** is comprised of a variety of professional development offerings from program partners across all three campuses.



# GPS: Graduate Professional Skills Development

The program partners provide all graduate students with an opportunity to develop a full range of optional opportunities for professional skills development.

The School of Graduate Studies launched GPS on  
May 11, 2009.



UNIVERSITY OF TORONTO  
SCHOOL OF GRADUATE STUDIES

# GPS: Graduate Professional Skills Development

## Background

- Majority of PhDs now work **outside academe**
- Requirements for a career in academe are **changing**
- Wide recognition of need
- **Student demand**, present availability of offerings
- Advantages in **visibility**, organization
- Value of a **institutionally-approved program**



# GPS: Graduate Professional Skills Development

The GPS Program provides:

- A **coordinated, structured approach** to graduate professional skills development on-campus
- Skills **beyond those learned in a disciplinary program**
- **A focus is on** areas such as communication skills, technological skills, ethics in research, career planning, effective time management, working effectively in teams, leadership skills
- An institutional-level **quality control**
- **Official recognition:** transcript notation



# GPS: Graduate Professional Skills Development

## About GPS – For Students

- GPS is **optional**. Students register through portal community/blackboard and sign up for newsletter
- Offerings are open to all **graduate students**
- Students enroll in available offerings through individual Program Partners
- Students **track own progress** through the program
- Successful GPS completion will be **noted on a student's official transcript**
- An **SGS Curriculum Committee (GPSCC)** oversees GPS and considers program offering proposals



Blackboard Learn - Windows Internet Explorer

https://portal.utoronto.ca/webapps/portal/frameSet.jsp

File Edit View Favorites Tools Help

Convert Select

LEARNING PORTAL UNIVERSITY OF TORONTO

Karen McCrank Logout

My Page Community Content

Announcements

About GPS

GPS Skill Areas

Communication Skills List

Personal Effectiveness List

Research Skills List

Teaching Competence List

Completing GPS

Program Partners

FAQs

Contact Us

ORGANIZATION MANAGEMENT

Control Panel

Content

Organization Tools

Evaluation

Grade Center

Users and Groups

Customization

Packages and Utilities

Help

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## Announcements

*New Announcements appear directly below the repositionable bar. Reorder by dragging Announcements to new positions. Move priority Announcements above the repositionable bar to pin them to the top of the list and prevent new Announcements from superseding them. The order shown here is the order presented to Students. Students do not see the bar and cannot reorder Announcements.*

Create Announcement

*New announcements appear below this line*

### Back to School

Posted on: Monday, August 26, 2013

Graduate Professional Skills Program – Announcements  
August 26th, 2013

In this E-mail:

1. Preliminary listing of Fall GPS Offerings
2. ELWS Registration

1. Have a look at some of our Fall 2013 offerings on the GPS Blackboard Community Site, many more will be added in the next few weeks!

2. Registration opens online at 4:30 pm on Tuesday, September 3rd for English Language Writing Support Fall courses. Space is limited so make sure you register in time.

Visit the GPS portal page for more information: <https://portal.utoronto.ca>

For further information, please contact: [gps@sgs.utoronto.ca](mailto:gps@sgs.utoronto.ca)  
GPS Website: <http://uoft.me/GPS>

Posted by: Karen McCrank  
Posted to: GPS SGS Graduate Professional Skills Program

Start

10:43 AM 9/11/2013



## Professional Development

[PRINTER-FRIENDLY VERSION](#)

### Current Students

[Academics](#)[New Students](#)[International Students](#)[Graduate Fees](#)[Financing Your  
Graduate Education](#)[International Student  
Awards](#)[Registration & Enrolment](#)[Student Forms & Letters](#)[Services for Students](#)[Managing Your Program](#)[Policies, Guidelines, &  
Student Responsibilities](#)[English Language &  
Writing Support](#)[Program Completion](#)[Enhance Your  
Experience](#)

- [Graduate Professional Development \(GPD\)](#)
- [Graduate Professional Skills Program \(GPS\)](#)
- [Grad Room](#)

## Graduate Professional Skills (GPS) Program

The Graduate Professional Skills (GPS) program, an initiative of the School of Graduate Studies, is designed to help all graduate students become fully prepared for their future.

GPS focuses on skills beyond those conventionally learned within a disciplinary program—skills that may be critical to success in the wide range of careers that graduates enter, both within and outside academe.

The program can help you to communicate better, plan and manage your time, learn entrepreneurial skills, understand and apply ethical practices, and work effectively in teams and as leaders.

GPS consists of a range of optional "offerings" with a time commitment roughly equivalent to 60 hours of work. Its successful completion will be recognized by a transcript notation.

Subscribe to our [newsletter](#) for GPS Program updates.



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[+ Getting Started](#)[+ Upcoming Offerings](#)[+ List of GPS Offerings by Skill Area](#)[+ Completing GPS](#)[+ Program Partners](#)[+ Frequently Asked Questions](#)[+ Contact](#)





# Grad Room & GPS News

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Essential Mix - BBC Radio 1 b x School of Graduate Studies | x Professional Development x

www.sgs.utoronto.ca/currentstudents/Pages/Professional-Development.aspx

- Services for Students
- Managing Your Program
- Policies, Guidelines, & Student Responsibilities
- English Language & Writing Support
- Program Completion
- Enhance Your Experience
  - Professional Development
  - Grad Room
  - International & Exchange Opportunities
  - Resources for International & Exchange Students
- After You Graduate
- Frequently Asked Questions

GPS consists of a range of optional offerings with a time commitment roughly equivalent to 60 hours of work. Its successful completion will be recognized by a transcript notation.

**+ Getting Started**

**- GPS Offerings**

GPS offerings consist of co-curricular courses, workshops, seminars, and placements offered by various units throughout U of T. You may enrol in GPS offerings from the four following skill areas:

**Communication & Interpersonal Skills**

Critical to almost any career is an ability to communicate effectively, concisely, and correctly in written, spoken, and visual forms to a variety of audiences using a wide range of media. Effective communication depends on a variety of interpersonal skills including listening, assertiveness, influence, persuasion, empathy, sensitivity, and diplomacy. Skills also include effective use of body language and other forms of non-verbal communication.

**Personal Effectiveness**

Successful graduates can engage in meaningful reflection about the place of their discipline in the world, and where and how they fit in it. This area will help you gain a keen sense of self-awareness of personal and intellectual strengths. You should be able to reassess your positions, values, and future plans in light of your life experience and critical self-analysis, enabling you to achieve an appropriate life/work balance, to deal effectively with challenging situations and challenging people.

**Teaching Competence**

This area covers not only conventional "classroom" teaching, but any situation where you need to explain complex concepts related to your discipline and to provide clear and explicit instructions facilitating others' understanding and learning.

**Research-Related Skills**

Offerings here will assist you to manage the environment in which research is being done for the purpose of seeking new knowledge and the adaptation of that knowledge for practical use. You should learn suitable organizational skills and an appropriate knowledge of financial management, people management, and project management. Entrepreneurial skills and knowledge of ethical behaviour are also relevant, as is an understanding of intellectual property issues.

**+ Completing GPS**

**+ Program Partners**

**+ Frequently Asked Questions**

**+ Contact**

Back to Top



## Core Competencies

- o Becoming a Professional – MITACS, Career Centre
- o Managing multiple responsibilities –Family Care Office
- o Applying for grants and funding -ELWS
- o Developing teaching skills –TATP, THE500, Let’s Talk Science
- o Developing research skills –U of T Libraries
- o Developing writing- ELWS
- o Presenting at conferences -ELWS
- o Publishing in journals –U of T Libraries
- o Developing professional skills and acumen –Leadership Development, MITACS, GMCA
- o Career Exploration and Education–Career Centre



# GPS: Graduate Professional Skills Development

## About GPS – Tracking and Completion

- Completion of GPS requires **20 GPS Credits** (roughly equivalent to one half of a full academic course time commitment).
- **5 GPS Credits** must be completed in each of **3 of 4 skill areas**:
  - Communication and Interpersonal Skills
  - Teaching Competence
  - Personal Effectiveness
  - Research-Related Skills
- The remaining 5 GPS Credits may be completed **in any skill area(s)**.



<b>Research Related Skills</b>		<b>GPS Credit</b>
ELWS	Understanding the Research Article: Reading towards Writing (for Non-Native Speakers of English)	4
Library	Researching Journals Online for Faculty and Graduate Students in the Humanities and Social Sciences	1
<b>Total</b>		<b>5</b>
<b>Teaching Competence</b>		
WW	THE 500: Teaching in Higher Education	4
Let's Talk Science	Science With Impact	1
<b>Total</b>		<b>5</b>
<b>Personal Effectiveness</b>		
ELWS	Oral Presentation Skills (for Non-Native Speakers of English)	4
SLPS	Connecting Leadership Theory to Practice	1
<b>Total</b>		<b>5</b>
<b>Communication and Interpersonal Skills</b>		
FCO	"Stuck in the Middle": Managing Multiple Responsibilities	1
GMCA	Mini MBA	4
<b>Total</b>		<b>5</b>
<b>Total GPS Credits</b>		<b>20</b>



# GPS: Graduate Professional Skills Development

- GPS Curriculum Committee - Composition
  - SGS, Program partners, Graduate students, Graduate faculty
- Establishes **appropriate criteria** for inclusion of offerings
- **Reviews and approves** proposed GPS offerings
- Ensures graduate students receive **appropriate and highest quality** professional skills competencies
- Provides a **forum for discussion and recommendation** to SGS on all matters pertaining to the GPS Program



# GPS: Graduate Professional Skills Development

## ■ **Campus Program Partners include:**

- Academic Support Centre, Career Centre (St. George Campus, UTM), Counselling and Psychological Services, English Language and Writing Support, Family Care Office, Hart House, Leadership Development Programs, Office of Student Life, University of Toronto Libraries (St. George, UTM), Office of Research Ethics, Teaching Assistants' Training Program, UTM Academic Skills Centre, UTSC Centre for Teaching & Learning, Academic Advising and Career Centre , Woodsworth College

## ■ **External Program Partner:**

- MITACS

## ■ **Student Program Partners:**

- Let's Talk Science
- Graduate Management Consulting Association



# GPS: Graduate Professional Skills Development

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Grad Room: [www.sgs.utoronto.ca/gradroom](http://www.sgs.utoronto.ca/gradroom)

Graduate Professional Skills: [www.sgs.utoronto.ca/gps](http://www.sgs.utoronto.ca/gps)



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