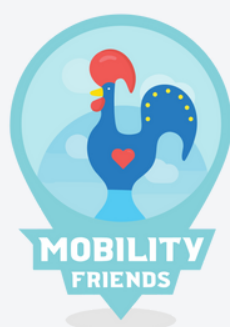


**EDUCATION, TRAINING AND
PROFESSIONAL DEVELOPMENT**

Educators Key Competences

CONTINUOUS PROFESSIONAL DEVELOPMENT: STRATEGIES AND PLANNING



Your Mobility Partner

COURSE OVERVIEW

The *Continuous Professional Development: Strategies and Planning* course is designed to empower teachers and school leaders to take control of their professional growth and create meaningful development opportunities for their teams. Participants will explore innovative and practical approaches to CPD that foster collaboration, improve teaching quality, and drive positive change in schools. The course focuses on effective planning, implementation, and evaluation of professional development activities that are aligned with both individual goals and school priorities. By combining real-life case studies, practical tools, and evidence-based strategies, participants will leave with a clear action plan to support lifelong learning, enhance staff motivation, and build a culture of continuous improvement within their institutions.

TARGET AUDIENCE

This course is designed for teachers, school leaders, trainers, and education professionals who want to improve their skills in planning and implementing continuous professional development (CPD) strategies for themselves and their teams. It is ideal for educators who wish to take an active role in their professional growth, foster collaboration, and create long-term development plans aligned with school and student needs.

REQUIREMENTS

To take part in the course, participants must meet the following requirements:

- Have at least a B1 level of English (independent user);
- Complete and submit the registration form before the start of the training;
- Bring a laptop or tablet to use during the sessions;
- Commit to active participation and attend at least 80% of the course.

COURSE OBJECTIVES

The objectives of the course are:

- To provide participants with a clear understanding of the importance and impact of continuous professional development (CPD) in education.
- To explore effective strategies for planning, implementing, and evaluating CPD initiatives.
- To equip educators with tools to identify professional learning needs at individual, team, and school levels.
- To promote collaborative approaches that foster a culture of shared learning and continuous improvement.
- To support participants in developing sustainable action plans for long-term professional growth and school development.

CONTACTS AND REGISTRATION

For registrations, additional information, or budget requests, please contact our team by email at trainingcourses@mobilityfriends.org or visit our website at www.mobilityfriends.org.

LEARNING OUTCOMES

Upon successful completion of this course, learners will be able to:

- 1.Explain the principles and benefits of continuous professional development (CPD) in education.
- 2.Identify professional learning needs at individual, team, and school levels.
- 3.Plan and design effective CPD activities aligned with school goals and teacher growth.
- 4.Apply strategies to implement and evaluate CPD initiatives for sustainable impact.
- 5.Use tools to foster collaboration and knowledge sharing among educators.
- 6.Develop a personal and school-wide CPD action plan to support long-term growth.
- 7.Promote a culture of continuous improvement and lifelong learning within their institutions.

METHODOLOGY

The course is structured around a rigorous methodology that combines theoretical exposition, practical work, and applied demonstrations. This approach ensures a thorough understanding of the subject matter and its direct application in real-world contexts.

Theoretical sessions provide essential foundations, while practical work and demonstrations facilitate the development of technical skills and familiarity with the specific tools and procedures relevant to the course.

Continuous monitoring through individualized feedback allows for tracking learners' progress and ensures the achievement of the set objectives, preparing participants to face professional challenges with competence and precision.

ASSESSMENT

Assessment is carried out continuously throughout the course, using a holistic and learner-centered approach that reflects both participation and performance. Each participant is evaluated based on their overall engagement, regular attendance, punctuality, interest in the topics covered, ability to apply knowledge during practical tasks, and interaction with peers in individual and group activities.

The evaluation process includes a variety of classroom-based tasks (oral and written), short daily assignments, role-plays, and simulations. Trainers provide ongoing, individualized feedback to support progress and encourage active learning.

A Certificate of Participation is awarded to participants who attend at least 80% of the sessions and demonstrate consistent involvement and commitment during the training.

DURATION

The standard duration of our course is 20 hours (5 days), designed to ensure comprehensive and effective learning. However, this duration can be adjusted, in specific cases, to meet the particular needs of each group, in order to optimize outcomes and better suit the training context.

For further details or to discuss a customized schedule, please get in touch with us.

PRICE AND FUNDING

Each quotation is personalized and depends on several factors, such as the number of participants, the number of training hours, the location of the course, and any additional services requested (accommodation, transport, meals, cultural activities, etc.).

To receive a tailored quotation for your group, please get in touch with us.

The training can be funded through programs such as Erasmus+ (KA1 – Learning Mobility), among other European support mechanisms. For more information about funding, participants should contact their sending organization or their country's National Agency directly.

LOCATION AND COURSE LANGUAGE

We have training rooms in several cities in Mainland Portugal, such as Barcelos (headquarters), Braga, Póvoa de Varzim, and Porto. We also have spaces in the islands of Madeira (Funchal) and the Azores (Ponta Delgada). Additionally, we have facilities in Valencia, Spain.

The course is delivered in English.

CERTIFICATION

A Certificate of Participation is awarded to participants who attend at least 80% of the sessions and demonstrate consistent engagement and commitment throughout the training. Upon completion of the course, a formal certification ceremony will take place, during which the certificates will be presented to the participants.

OTHER SERVICES

To enrich the training experience, Mobility Friends offers a range of additional services, subject to availability and additional cost, which can be arranged for individual participants or groups.

Services include:

- Accommodation in partner residences or hotels
- Meals (lunch and/or dinner)
- Transfers between the accommodation and the training room
- Airport transfers
- Cultural visits

All services are subject to availability and must be requested in advance. For more information and personalised quotes, please contact our team.

COURSE CONTENTS

MODULE 1: THE PURPOSE AND IMPACT OF CPD IN EDUCATION

- The role of CPD in improving teaching quality, student outcomes, and school innovation.
- Evidence from European and international research on effective professional development.
- Characteristics of schools with strong CPD cultures: what makes them successful?
- Real examples of impactful CPD programmes implemented in European schools.

MODULE 2: IDENTIFYING PROFESSIONAL GROWTH NEEDS

- Tools and frameworks to analyse individual, team, and school-wide learning needs.
- Using self-assessment, peer observation, and student feedback to guide CPD priorities.
- Aligning CPD objectives with school improvement plans and curriculum goals.
- Examples of needs-assessment processes that led to measurable results.

MODULE 3: EFFECTIVE MODELS OF TEACHER DEVELOPMENT

- Comparing different approaches: workshops, mentoring, peer coaching, lesson study, job shadowing, and professional learning communities (PLCs).
- How to integrate formal, informal, and digital learning opportunities for maximum impact.
- Case studies of innovative CPD projects that improved teacher performance and student learning.
- Strategies for building teacher-led professional development initiatives.

MODULE 4: PLANNING AND DESIGNING STRATEGIC CPD PROGRAMMES

- Step-by-step process for creating school-wide and individual CPD plans.
- Setting SMART goals, defining success indicators, and allocating resources effectively.
- How to connect CPD initiatives to school priorities and Erasmus+ opportunities.
- Examples of strategic CPD frameworks successfully applied in Europe.

**Please note that program content may be subject to change based on input from our trainers.*

COURSE CONTENTS

MODULE 5: IMPLEMENTING CPD EFFECTIVELY

- Keys to fostering teacher motivation and ownership of professional growth.
- Leadership roles in supporting CPD and creating collaborative school cultures.
- How to facilitate peer learning, co-teaching, and cross-departmental collaboration.
- Lessons from schools that successfully embedded CPD into their daily practices.

MODULE 6: DIGITAL TOOLS AND INTERNATIONAL OPPORTUNITIES FOR CPD

- Online platforms and resources for professional growth (MOOCs, webinars, e-portfolios).
- Leveraging Erasmus+, eTwinning, and job shadowing to expand learning opportunities.
- Building international networks for sharing best practices and collaborative projects.
- Examples of schools using digital CPD tools to foster innovation.

MODULE 7: EVALUATING AND SUSTAINING CPD IMPACT

- Methods for assessing the effectiveness of CPD on teaching and learning outcomes.
- Collecting evidence and feedback to continuously improve CPD initiatives.
- Embedding CPD as part of the school's culture for long-term growth.
- Indicators of success: how to measure real change in teacher practice and student results.

MODULE 8: CREATING A PRACTICAL CPD ACTION PLAN

- Framework for designing a personal and school-wide CPD strategy.
- Defining clear goals, activities, timelines, and evaluation tools.
- Aligning the plan with European opportunities and collaborative networks.
- Ensuring sustainability and adaptability for future needs.

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MOBILITY FRIENDS TRAINING CENTER



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