

Personal Development Portfolio

**Managing Secure and Agile Work**

Greater Manchester Learning Lab

*Masterclass*





**Welcome to your Good Employment Learning Lab portfolio!**

This portfolio is designed to support your personal development from participating in the [Good Employment Learning Lab.](https://www.mmu.ac.uk/business-school/research/tgell/) Our aim is to help line managers to improve their everyday practice in relation to three key line management challenges:

1. Recruiting and managing a secure and agile team
2. Fostering teamwork for innovation
3. Harnessing skills and potential

We have developed training to support you to tackle these challenges more effectively. Specifically, we are offering masterclasses, peer learning groups, and one to one skills coaching. You might attend one or more of these, and for one or all three of the management challenges, as you can tailor the training to your own development needs.

We will research how effective these are in developing people management skills for different line managers in different contexts. Our aim is to find out ‘*what works, for whom, when, where and why*’ so that organisations and training bodies can target investment to effectively develop line managers.

**How to use this portfolio**

This portfolio is intended to be a developmental tool, as well as providing us with important evaluation data. It is a place for you to record your notes, reflections, and actions from attending the masterclass. You will also find links in the document to our [Wakelet resource bank](https://wakelet.com/wake/pN1Q7E8Tp_1KRTm-YadMK) that support the sessions. You should use it before and after attending the masterclass.

As part of the project evaluation you will be contacted by one of our research team to discuss your learnings from participating in the Good Employment Learning Lab around 3 to 4 months after completing your programme. The notes you make in this portfolio will help you recall your learnings. They can also be used to support your broader personal development, and feed into any existing performance and development activities that take place in your organisation.

If you have any questions about completing your portfolio, please contact the team: [goodemploymentlab@mmu.ac.uk](mailto:goodemploymentlab@mmu.ac.uk)

We look forward to meeting you!

**Participant name:** Click or tap here to enter text.

**Section 1 – Pre-masterclass activities**

You can access the [GELL Wakelet resource bank](https://wakelet.com/wake/pN1Q7E8Tp_1KRTm-YadMK) if you’d like to explore this topic before the masterclass.

How would you rate your knowledge and skill level in managing a secure and agile team before attending the masterclass (1 low – 10 high)?

* Choose an item.

How would you rate your confidence level in managing a secure and agile team before attending the masterclass (1 low – 10 high)?

* Choose an item.

Why have you scored yourself that way?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

What are your current management challenges in relation to managing a secure and agile team?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

What do you hope to obtain from the masterclass?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Section 2- Post- masterclass activities**

You can access supporting online resources in our [Wakelet resource bank](https://wakelet.com/wake/pN1Q7E8Tp_1KRTm-YadMK) to explore further content and ideas.

**Knowledge and skills**

What new knowledge and skills about managing secure and agile work did you pick up **during** the masterclass?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

What new knowledge and skills about managing secure and agile work have you picked up **since** the masterclass? (e.g. from Wakelet resource bank, from talking to others or researching yourself).

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Reflecting on how you manage**

Tell us about your reflections **during** the masterclass on how you manage secure and agile work. For example, what was working well for you, and what could you do differently?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

Tell us about your reflections **since** the masterclass on how you manage secure and agile work and how you could do it differently?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Learning with others**

Tell us about sharing your thoughts and experience about managing secure and agile work with others **during** the masterclass.

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

Tell us about sharing your thoughts and experience about managing secure and agile work **since** the masterclass (e.g. with people from the class, your workplace or social life).

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Experimenting**

In the masterclass we asked you to experiment with trying out a different way of managing secure and agile work; what did you commit to trying out during the postcard activity?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

How did that work out?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

Tell us about any other experimenting with new ways of managing secure and agile work you have tried - or intend to try - following the masterclass.

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Evaluating your learning**

How would you rate your knowledge and skill level in managing a secure and agile team after attending the masterclass? (1 low – 10 high)

* Choose an item.

How would you rate your confidence level in managing a secure and agile team after attending the masterclass? (1 low – 10 high)

* Choose an item.

Why have you scored yourself that way? (What has changed/not changed?)

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Finally**

How was your experience of learning online?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

Would you have preferred a face-to-face masterclass?

Yes No

Is there anything else you would like to tell us about your masterclass experience?

Click or tap here to enter text. Please provide as much detail as possible in your response – the box will expand to accommodate your answer.

**Please return this completed portfolio to:** [**goodemploymentlab@mmu.ac.uk**](mailto:goodemploymentlab@mmu.ac.uk?subject=Completed%20Masterclass%20Portfolio)

**Remember your responses will be secure and anonymised to protect your privacy.**

**Thank you for your contributions! We hope you found the experience enjoyable and worthwhile.**