

Reflection Essay

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Introduction

My journey at Old Dominion University, though brief, has equipped me with invaluable skills and knowledge that I am eager to apply in my career as a Human Resources Coordinator. Among the three skills I have chosen to showcase in my E-portfolio, leadership stands out. I am excited about the opportunities to lead and inspire in my future career. I will illustrate the practical application of each skill through the artifacts I have gathered, including papers, projects, and my job.

The first skill, creativity, was never my strong suit before Old Dominion University. I took several classes that got me out of my comfort zone regarding being creative. The design thinking cover letter I created is my first artifact under the creative. This was created from my third artifact. My team created the project, and I was in our Design Thinking class at Old Dominion University. It was a fun assignment, where I created a cover letter showing how my CPD-414 class helped me improve my Design Thinking skills. I had only created a few cover letters for jobs I had applied to. This was a fun idea to showcase what I had learned and learn more about creating cover letters. This leads me to another one of my artifacts, which is what the cover letter was based on.

The picture I used showcased the design we wanted to create a business that would station recycling centers all over the United States. My team and I devised different processes to do this and to reward those who recycled. Though there are a lot of misspellings, we utilized an AI program to create the recycling consols we would use. I had never worked with a completely remote team to come up with an idea. It opened up my creative side to come up with ideas for

this project, and I also learned a lot about utilizing programs like Microsoft Teams and Google Docs to share information and ideas. It was nice to have a team that cared about each other's ideas, and we were able to combine many of our ideas to come up with the final project.

The last artifact in this category is the infographic I created for my English 307 project. I had to utilize Canva to create an Infographic that displayed a topic I learned in class. I chose to write about the Rhetorical Triangle and create an infographic explaining it. The paper goes into more detail, but I had to use creativity to make the infographic visually appealing and informative. Eng-307 taught me a lot about being creative when it comes to my writing and my projects. I learned a lot about how to be creative using both visual and digital rhetoric.

Creativity is a skill that I use a lot in my career and life. The creative skills that I have gained at ODU have helped me create new projects and solve issues at work creatively. I plan to use this trait to develop training that is not just "death by PowerPoint" but will help me create training that grabs employees' attention. This will show that I am an asset to my company and hopefully help earn me a promotion one day.

Professional Knowledge

One of my most vital traits is always seeking more knowledge. Especially when it comes to bettering my career. To me, professional knowledge is not just about learning your job but also about the systems you will utilize in your field. Gaining more knowledge is one of the keys to getting a promotion and showing commitment to your company. The CPD-417 class helped me learn how to network and use the many social media available. I found several groups that

helped me gain more knowledge in the human resources field and improve my chances of finding a job. This class will teach me how to navigate the platforms to find professional networks that can help my career improve. Through Facebook groups, YouTube, and LinkedIn, I started a network that led me to my current job.

The next artifact in my professional knowledge category is the blog I created to showcase what I was learning in my English 307 class. It wasn't the stuff I was writing in the blog that was the most crucial part. It taught me how to create a blog and utilize it to better my professional knowledge. Each week, I would write a blog that described what I had learned and how I would use that information. It was a great self-reflection of what I learned in the class and helped me create connections with my other classmates. We were able to access each other's blogs and provide comments. Though this is not as proficient as utilizing the discussion boards, it was still a great learning opportunity.

The final artifact of my professional knowledge is my current job. I work as a Human Resources Assistant for my Human Resources Manager, which has taught me the most about Human Resources. I am in charge of payroll, onboarding, training, and orientation. Though not in charge of benefits or discipline, I can attend meetings and learn how my manager de-escalates situations. I also discovered all the rules and regulations that come with being in the human resources field. My boss is very knowledgeable and willing to teach me what it is to be a Human Resources Manager, which is my ultimate goal.

Leadership/Management

My multidisciplinary degree focuses on leadership. The classes I attended at ODU taught me the many faces of leadership and how each affects those who follow you. I plan to use what I learned about leadership and management in my classes to get into managerial positions in the Human Resources Field. My first artifact comes from my CPD-400 class.

The British Bulldog is a paper that I wrote for the class. It showcases Winston Churchill's leadership style and the difference he made during Great Britain's participation in World War II. My paper describes how his dedication to Great Britain kept the morale of the Allied forces. It was amazing to hear his speeches and how they affected all of his people. This paper helped me better my leadership style and learn how to use his techniques in my career.

The second artifact I used was the creation of my personal leadership philosophy. This was part of my CPD-412 class and taught me the value of recognizing my good and bad traits. I could self-reflect on the evil and good leadership situations I witnessed by utilizing this paper. I was able to learn from each, adopt the ones I saw fit, and keep from repeating the same mistakes from the past leaders I had. This project also helped me better understand good leaders' qualities and why they are so successful.

My last artifact was one of the first papers I wrote at ODU. IDS-300 is a class I recommend for anyone getting a multi-disciplinary degree. My essay showcased how a multi-disciplinary degree works and how it can be very successful in being well-rounded in your career. This class taught me how to utilize the multi-disciplinary approach best to learn about my degree in leadership. Instead of taking classes specific to one job field, learning from

multiple disciplines is better to understand what leadership is. Though I took a lot of leadership classes, I also took courses in law and employee relations. These classes taught me the rules and regulations to be an effective leader.

Conclusion

The classes I have taken at Old Dominion University will help me attain my goals and improve my professional growth. If not for the classes I took at ODU, I would not have the current job and the knowledge I need to move on to higher positions. Though I gained a lot of leadership knowledge, I also learned about creating this portfolio and how to showcase my skills and abilities to my future employer if I were to move to a different company. After graduation, I plan to present this portfolio to my executive director and my boss to show how much ODU has impacted my professional career. As I wrote in my previous paragraph, the interdisciplinary methods used in my degree and the IDS300 class helped me to get through my classes and achieve outstanding grades. I work in many areas as a Human Resources assistant, including law, payroll, emotional distress, and being an investigator when needed.