A Holistic Approach on Balancing our Responsibilities

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Professional Responsibilities

Teaching
Research
Publications
Professional Development
Service
Personal Responsibilities

- Spiritual
- Physical
- Mental
- Emotional
- Intellectual
- Social

You
Strategies

- Emotional
  - Identify
  - Talk
  - Take action

- Social
  - Family
  - Colleagues and Friends
  - Community
  - Society

- Intellectual
  - Learning: Reading, writing, Listening, dialoguing, teaching

- Spiritual
  - Waking up early
  - Prayer
  - Contemplating nature

- Physical
  - Diet
  - exercising
  - Sleeping
  - Health care
  - Stress
Recipe for Success

- Developing relationships, working hard, managing time, being a visionary, being honest…
- Networking with the administration, faculty, staff and students.
- Collaborate with colleagues. (Being a team player)
- Improving the existing programs and creating new programs (Administration)
  - Team-taught courses, conferences, seminars, workshops (Faculty)
  - Activities with the staff and students on social services.
- Don’t belittle any good work or anyone.
Professional Strategies: Important Questions!

- **Scholar:** What are your contributions to your field of study? How do you enhance it?
- **Researcher:** Grants & publications: How does your research impact your field of study?
- **Teacher:** How do your courses develop your students’ knowledge, skills, critical analytics in your field? How do your courses enhance your research and publications?
- **Service:** How do you serve the university, school/college and the community: Taking a leadership role, being a visionary scholar.
General Strategies

Goal: Keeping the balance:

1. Identify your priorities for the day. Write down a list of the things to do for the day.
2. Write down your plan for the semester and for the year. Hang the list in a place that you can check weekly.
3. Cross out things you have done for the day; it’ll give you sense of accomplishment
4. Writing articles/books takes time, develop strategies to read and write every day on a particular topic of interest. Also, try to set a course that relates to your research. Students are your biggest critics and supporters.
5. Before accepting any invitation to attend, a conference or an event, ask yourself: Will this event expand my knowledge, experience or relationships?