Career Development Events and Resources

September - November 2021

These are a number of events and resources that you may find beneficial for your career development. This list is not exhaustive and we encourage you to look out for communications of other events being scheduled over the coming months.

🟦 *Event aimed at Research & Academic staff*

🟩 *Event aimed at Support & Professional Managerial staff*

Professional Services Conference: Professional Services of the future 🟩
For the first time this conference will be a hybrid event and you are invited to attend either in-person or online via Microsoft Teams.
Following what has been a turbulent year for many of us, the September conference will look to how as a community, professional services staff will adapt in the coming months, and build on what we have learnt during the pandemic
Date: Monday 20 September and Tuesday 21 September from 9.30am to 1pm.
Register and further details https://staff.admin.ox.ac.uk/professional-services-conference

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Career Design and Development for Researchers 🟦
A one-term programme that aims to create space for creative thinking and equip you with insights and tools for developing your career with confidence.
Organiser: Careers Service
Dates: More details available via CareerConnect
Website: https://www.careers.ox.ac.uk/career-design-development

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MSD Graduate School's Skills Training programme 🟦
provides courses designed to support the research and development of postgraduate research students (PGR) and postdoctoral Early Career Researchers (ECR) in the Division. We offer a range of transferable and specialist skills training to build the foundation for a successful career as well as through excelling in your own research area. Our training is based on the *Vitae-Concordat* agreement and in line with the European Commission HR Excellence in Research to maximize the research practice and professional development of researchers in the UK.
Dates: Various
Website: https://www.medsci.ox.ac.uk/study/skillstraining

How are your Teams skills? 🟦 🟩
There are workshops and videos covering various topics and to suit different levels of skill.
You can join a lively teacher-led workshop or watch the relevant handpicked videos. They won't all be relevant to your work, so pick the ones that interest you most.
To join a workshop, follow a linked heading to the IT Learning Centre's schedule, for dates and course booking.
Dates: Various Online and in person
Website: https://skills.it.ox.ac.uk/nexus365-and-teams-routes-to-learning-article

MSD's Preparing for Learning and Teaching at Oxford (PLTO) is changing! You will have the choice of attending specific teaching streams – 'Taught Masters', 'Tutorials', and 'Supervision'. MSD are currently making the changes and plan to open booking in late September.

Provisional dates - Tutorials: 10 & 17 November 2021 & Taught Masters': 8 & 15 November 202

Website: https://www.medsci.ox.ac.uk/study/skillstraining/calendar/msd-plto-changes

The Business Partnerships Office – Partnering with Industry
Offering monthly virtual drop-in sessions for medical science researchers, staff and students across the University. A member of the team will be available to answer questions relating to forming collaborations with the pharmaceutical / biotech industry, including AI and digital health.
Organiser - MSD
Date: The sessions will be held on the first Monday of each month, from 12.30-1.30pm. No need to book in advance.
Website: https://www.medsci.ox.ac.uk/divisional-services/support-services-1/business-partnerships-office

Oxford University Innovation Hotdesks – easy access points to talk to OUI. Find details and contact information here: University Hot Desks (ox.ac.uk) Book an appointment with the relevant co-ordinator as per the details on the website.

QResearch Workshop - QResearch: What is QResearch, and how can researchers access it?

Prof Julia Hippisley-Cox and Rebekah Burrow are going to be running a university-wide QResearch awareness workshop in October.

Organiser: Nuffield Department of Primary Care Health Sciences
Date: October 2021, 10:00
Website: - https://talks.ox.ac.uk/talks/id/5f2bf988-dd42-4f22-aca8-34241e4bd442/

Other resources available

New Focus on People web portal - to support professional services staff with their professional development. Part of the wider Focus on People programme, the new portal outlines the current networking opportunities, mentoring schemes and career options open to professional services staff. You can also read some of the inspirational career stories from those who have advanced their careers here at the University. Visit the Focus on People web portal

People and Organisational Development – For course listings, please see Course listing | People and Organisational Development (ox.ac.uk) This POD link pulls together a range of self-access courses, guides and toolkits, all of which can be accessed from home at a time that works for you eLearning | People and Organisational Development (ox.ac.uk)

Centre for Teaching and Learning - Offers a range of programmes and courses, including accredited programmes in teaching and learning in Higher Education, training with digital tools, and

online courses, to support all those who teach at the University. [Home | Centre for Teaching and Learning (ox.ac.uk)](#)

🟩🟦 **Take advantage of free learning opportunities** - Have you heard about software that you think could help with your work or research, or forgotten how to make that spreadsheet behave how you want it to? Did you know you can refresh your skills or learn new ones with **LinkedIn Learning**? With more than 13,000 high quality courses in creative, technology and business skills – all taught by industry experts – LinkedIn Learning is available to all staff and students at Oxford University to use for free: www.it.ox.ac.uk/article/learn-online-for-free.

🟩🟦 **Helping Oxford turn ideas into projects -** A free service helping your project come to life by gathering and communicating ideas
Oxford Ideas is a free service for members of Oxford University. It is a user-friendly ideas-management platform designed to help you gather ideas, communicate them in real time, and turn ideas into real-life projects. If you are working on a project that needs input from across the University, talk to us about setting up a campaign. https://www.it.ox.ac.uk/article/oxford-ideas

🟦 **The Translational Research Office (TRO)** - can advise on translational research projects ensuring their progression towards novel therapies, techniques and medical products with therapeutic value.

Are you thinking of translating your research but are unsure where to start? Our [entrepreneur in residence, Dr Nessa Carey](#), is delivering 'Translational Masterclasses' across departments at the university to address topics related to translational research. A typical masterclass would last about 1,5 to 2 hours and will provide you with the insights and the tools you need to confidently engage in a translational research program. Topics such as translation, enterprise, impact, networking can be addressed, and by the end of the session, you would have learned:

- How to feel much more comfortable about taking forwards your innovations
- You will have tools and strategies you can start to use
- You will realise that you already have a lot of the skills you'll need
- You will identify some future training needs for yourself

🟩🟦 **NDM Human Resources Training and Development** – Information can be found here: [Training and Development — Working for NDM (ox.ac.uk)](#)

🟩🟦 **IT Learning Portfolio** - A range of resources that you can download and use to develop your IT digital skills for study, research and work. [IT Learning Portfolio | IT Learning Centre (ox.ac.uk)](#)

🟩 **Careers Support Network** – Service for University administrative support staff who are looking for help with applying for internal jobs through improving job applications and CVs, interview techniques and translating feedback from applications and interviews. [Careers Support Network | People and Organisational Development (ox.ac.uk)](#)

🟩 **Connecting with People –** Professional networks help to strengthen our Professional Services community. Details of internal and external networks and forums can be found on the focus on people pages. [Connecting with people | People and Organisational Development (ox.ac.uk)](#)

🟦 **Careers Appointments for Research Staff** - The Careers Service are available to hold phone appointments with research staff. [Advice Appointments | Oxford University Careers Service](#)

Mentoring – There are a number of mentoring schemes available to all staff, details of which can be found here Mentoring and Coaching — Working for NDM (ox.ac.uk)

Oxford University Coaching Network – For information regarding coaching, please go to Coaching | People and Organisational Development (ox.ac.uk)

Medical Sciences Researchers Toolkit – Information for researchers, including funding, training and public engagement Researchers' Toolkit — University of Oxford, Medical Sciences Division

MSD Skills training – For courses run by the Medical Sciences Division MSD Skills Training — University of Oxford, Medical Sciences Division

Research Support – For training, events and networks Training & support | Research Support (ox.ac.uk)

Equality and Diversity – Information on mentoring and equality and diversity-related training available Training & mentoring | Equality and Diversity Unit (ox.ac.uk)

Department for Continuing Education – Offers a variety of courses Oxford University Department for Continuing Education

Language Centre – Hub for all students and staff who want to improve their language skills Home | Oxford University Language Centre

Safety Office – Range of courses for employees and Safety Officers to help them manage work-related hazards at the University Home | Safety Office (ox.ac.uk)