Career Development Events and Resources  
April - June 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**

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<th>Event</th>
<th>Aim</th>
<th>Details</th>
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| Career Design and Development for Researchers | Three part workshop which aims to create space for creative thinking and equip you with insights and tools for developing your career. | **Date:** First workshop 5th May 2021. **Register by 28th April 2021**  
**Organiser:** Careers Service  
**Website:** [Career Design and Development: A programme for DPhil students & Research Staff | Oxford University Careers Service](#) |
| Professional Service Conference | The event will focus on how the University’s Professional Services teams are supporting the University’s response to COVID-19 and will consider some of the important developments beyond the pandemic. All colleagues in administrative and professional roles are welcome to attend, both in the central University and in academic divisions, departments and colleges. | **Dates:** Monday 19th and Tuesday 20th April 2021, 10am-12:45pm. **Register by 15th April 2021**  
**Website:** [Professional Services Conference | Staff Gateway (ox.ac.uk)](#) |
| Research Staff Hub Launch | The Pro-Vice-Chancellor (Research), Professor Patrick Grant will host the official launch of the University’s new Research Staff Hub at which the Vice-Chancellor will sign the Concordat to Support the Career Development of Researchers. | **Date:** 22nd April 2021, 2pm – 3:30pm  
**Website:** [Research Staff Hub launch | Research Support (ox.ac.uk)](#) |
| Work>Learn>Develop Briefing Sessions regarding professional qualification opportunities for existing staff | The Apprenticeships team will be hosting a variety of virtual sessions focused on apprenticeship training opportunities for University employees. Find out more about Level 2 – Level 7 training in: HR, Accounting, Project Management, Team Leaders, Digital & IT, Engineering, Scientific & technical, Facilities Management and much more… | **Dates:** 10th – 14th May 2021  
**Organiser:** Work Learn Develop, Apprenticeships  
**Website:** [Apprenticeship Expo – Save the date! | Staff Gateway (ox.ac.uk)](#) |
| Preparing for Learning and Teaching at Oxford | This course provides an introduction to learning and teaching in higher education. This course contains pre-work you will need to complete before the live session. | **Date:** Tuesday 11th May 10am-1pm  (also running 17th May 2-5pm, 20th May 10am-1pm, 3rd June 2-5pm, 7th June 2-5pm, 17th June 10am-1pm)  
**Organiser:** Medical Sciences Division  
**Website:** [Preparing for learning and teaching at Oxford ONLINE — University of Oxford, Medical Sciences Division](#) |
### Research and Innovation Support Network (RISN) Meeting

**Date:** 12th May, 3pm-4pm  
**Website:** [RISN meeting | Research Support (ox.ac.uk)](https://www.ox.ac.uk) Details on how to become a member found on webpage

### Primary Qualitative Research made Simple (Online)

Online interactive two session course suitable for Medical Sciences Division researchers who want to learn more about qualitative research with a view to conducting a qualitative research study.

**Date:** Friday 14th May 2021, 9:30-11:30am and Friday 21st May 2021, 9:30-11:30am  
**Organiser:** Medical Sciences Division  
**Website:** [Primary qualitative research made simple ONLINE — University of Oxford, Medical Sciences Division](https://www.ox.ac.uk)

### How and why to undertake a systematic review

This online course is for MSD researchers and covers the principles of performing a systematic review and meta-analysis.

**Date:** Monday 24th May 2021, 2-4pm  
**Organiser:** Medical Sciences Division  
**Website:** [How and why to undertake a systematic review ONLINE — University of Oxford, Medical Sciences Division](https://www.ox.ac.uk)

### Experimental Design and Statistics in Preclinical Research: the Good, the Bad and the Ugly

This interactive online MSD Skills training course is for MSD postgraduate research students and early career researchers wanting to understand the issues underpinning good experimental design, the bedrock of reproducible science.

**Date:** Wednesday 26th May, 2pm-5pm and Thursday 27th May, 10-2:30pm  
**Organiser:** Medical Sciences Division  
**Website:** [Experimental Design and Statistics in Preclinical Research: the Good, the Bad and the Ugly - 2 day ONLINE — University of Oxford, Medical Sciences Division](https://www.ox.ac.uk)

### Large Group and Lecturing

This live online workshop delivered in four separate three-hour sessions and is suitable for MSD postgraduate research students and early career researchers looking to teach and wanting to learn the principles and practices of effective lecturing and group sessions. You will be expected to attend all 4 sessions which run from 9:30am to 12:30pm.

**Dates:** 2nd June 2021, 4th June 2021, 9th June 2021, 11th June 2021  
**Organiser:** Medical Sciences Division  
**Website:** [Large group and lecturing ONLINE — University of Oxford, Medical Sciences Division](https://www.ox.ac.uk)

### Oxford University Innovation Hotdesks

- easy access points to talk to OUI. Find details and contact information here: [University Hot Desks (ox.ac.uk)](https://www.ox.ac.uk)  
- Book an appointment with the relevant co-ordinator as per the details on the website.
Other resources available

- **NDM Human Resources Training and Development** – Information can be found here: [Training and Development — Working for NDM (ox.ac.uk)](https://training.ndm.ox.ac.uk)

- **People and Organisational Development** – For course listings, please see [Course listing | People and Organisational Development (ox.ac.uk)](https://people.ndm.ox.ac.uk/courses). 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)](https://elearning.ndm.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)](https://cfl.ox.ac.uk)

- **Linked In Learning** – A library of online, video based courses covering a wide range of skills and is available free to all University staff. [LinkedIn Learning | IT Learning Centre (ox.ac.uk)](https://learn.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)](https://learn.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)](https://careers.ndm.ox.ac.uk)

- **Focus on People** – A web portal as part of the wider Focus on People (FoP) programme, which aims to support and develop those in professional services roles across the University. The aim of the portal is to make it easier for you to identify and access the resources available to support your professional development. [Focus on People | People and Organisational Development (ox.ac.uk)](https://focus.on.people.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)](https://focus.on.people.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](https://careers.ox.ac.uk)

- **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)](https://training.ndm.ox.ac.uk)

- **Oxford University Coaching Network** – For information regarding coaching, please go to [Coaching | People and Organisational Development (ox.ac.uk)](https://people.ndm.ox.ac.uk/coaching)

- **Medical Sciences Researchers Toolkit** – Information for researchers, including funding, training and public engagement [Researchers' Toolkit — University of Oxford, Medical Sciences Division](https://researchers-toolkit.nuffield.ox.ac.uk)
MSD Skills training – For courses run by the Medical Sciences Division [MSD Skills Training — University of Oxford, Medical Sciences Division](ox.ac.uk)

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](ox.ac.uk)

Language Centre – Hub for all students and staff who want to improve their language skills [Home | Oxford University Language Centre](ox.ac.uk)

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)