


Career Development Events and Resources

January - March 2022

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*

Obtaining ethical and HRA approvals – online

So, you've got a great idea for a research study – but what approvals do you need before you can start? Who do you apply to? And how do you go about doing this?

Join an online presentation through Microsoft Teams for an overview of:

- how research is governed in the UK
- which approval bodies are involved
- a step-by-step guide on how to apply for approval
- handling amendments to your study

Dates: 11th January 8th February or 8th March 2022, 10am -1pm.

Website: [Events listing | Research Support \(ox.ac.uk\)](#) Click on the relevant date.

Introduction to GRP – online

This course in good research practice covers the legislation that applies to 'non-CTIMP' research, along with the detailed principles of good practice in clinical research studies.

Join an online presentation through Microsoft Teams for an overview of:

- purpose of good research practice including historical background
- difference between clinical care and research practice
- ethical and regulatory considerations in the UK
- research study requirements and documentation
- research study conduct and management

Dates: 19th January, 16th February or 16th March 2022, 9:30am -1pm

Website: [Events listing | Research Support \(ox.ac.uk\)](#) Click on the relevant date

Women in STEM networking event

We are pleased to announce that the Women in STEM Networking event will be run in-person this year! After a successful online event last year, we are looking forward to enabling the community to meet face-to-face. The event provides a chance to meet Oxford's Women in Science, Engineering and Maths societies, speak with inspiring women and find out more about the many University support networks available.

Date: 24th January 2022, 6-8:30pm, Oxford Town Hall, St Aldates

Website to register: [Women in STEM networking event – Mathematical, Physical and Life Sciences Division \(ox.ac.uk\)](#)

Introduction to Management Skills at Oxford

The online course covers the core attributes of an effective manager, including how to delegate work, how to set out expectations and agree targets and how to offer feedback to team members. It explores the role of a manager at the University and directs you to guidance and support

available to you in your role. This course is for anyone who is supervising or managing staff and who is new to management. It is also suitable for those who would like a refresher on core management skills.

Date: 9th February or 30th March 2022. 9:30am to 2:30pm

Register and further details: Follow link on POD's course listing page [Course listing | People and Organisational Development \(ox.ac.uk\)](#)

Writing a Conference or Journal Abstract (Online)

This course is suitable for all MSD postgraduate research students and early career researchers who have produced enough work to be able to draft their first conference abstract. This course contains pre-work you will need to complete before the live session.

Date: 9th February 2022, 2pm-4pm

Website: [Writing a conference or journal article abstract ONLINE — University of Oxford, Medical Sciences Division](#)

Experimental Design and Statistics in Preclinical Research: the Good, the Bad and the Ugly - 2 day ONLINE

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. You are required to attend this course on both days.

Dates: 10th and 11th February 2022, 2-4:30pm

Website: [Experimental Design and Statistics in Preclinical Research: the Good, the Bad and the Ugly - 2 day ONLINE — University of Oxford, Medical Sciences Division](#)

Developing Management Skills at Oxford

This 3 day programme covers core management capabilities: understanding your personal style and preferences, building a team, creating an inclusive work environment and the key skills of planning, implementing and reviewing.

Dates: 15th February, 8th March and 29th March 2022.

Applications now open: Follow link on POD's course listing page [Course listing | People and Organisational Development \(ox.ac.uk\)](#)

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: Register now. Dates of programme: 19th January 2022, 10-12:30pm (in person) , 9th February 2022 (online) , 2nd March 2022 (online)

Website: <https://www.careers.ox.ac.uk/career-design-development>

How and why to undertake a systematic review ONLINE

This online interactive session for MSD DPhil students and early career researchers outlines the key principles of how to perform a systematic review and the basic principles of meta-analysis. It will provide a basic introduction to systematic reviews and meta-analysis.

Date: Monday 21st February 2022, 10-12pm

Website: [How and why to undertake a systematic review ONLINE — University of Oxford, Medical Sciences Division](#)

AIMday in Women's Health

The University of Oxford is hosting an AIMday in Women's Health industry event on Tuesday 22 March (previously scheduled for June 2021). This event will bring together industry with academia to discuss key challenges in women's health. The AIMday format allows industry to propose challenges for one-hour roundtable discussions with groups of relevant academics and clinicians from Oxford.

Deadline for registration: 1st March 2022, event date: 22nd March 2022

Website: [** Application deadline: AIMday in Women's Health** | Enterprising Oxford](#)

When science goes bad: scientific misconduct and how to avoid it ONLINE

This 2.5 hour interactive online MSD Skills training course is suitable for all postgraduate research students and postdoctoral early career researchers keen to avoid scientific misconduct.

Date: 3rd March 2022, 1-3:30pm

Website: [When science goes bad: scientific misconduct and how to avoid it ONLINE — University of Oxford, Medical Sciences Division](#)

Large group and lecturing ONLINE

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 are expected to attend 4 sessions.

Dates: 7th, 10th, 15th and 18th March 2022, 9:30am -12:30pm

Website: [Large group and lecturing ONLINE — University of Oxford, Medical Sciences Division](#)

Research ethics - an introduction ONLINE

This half - day interactive online MSD Skills training course is relevant to all MSD postgraduate research students and postdoctoral early career researchers looking to understand the ethical concerns faced by researchers.

Date: 7th March 2022, 1pm – 4pm

Website: [Research ethics - an introduction ONLINE — University of Oxford, Medical Sciences Division](#)

Analysing biological data by model fitting in GraphPad Prism ONLINE

The course is suitable for all MSD postgraduate research students and early career researchers wanting to analyse and compare their biological data using model fitting. No prior statistical knowledge is required.

Dates: 14th March 2022, 9:30am – 12pm

Website: [Analysing biological data by model fitting in GraphPad Prism ONLINE — University of Oxford, Medical Sciences Division](#)

Careers Conference for Researchers

The Oxford Careers Conference for Researchers offers research staff and DPhil students the opportunity to explore a range of rewarding career pathways beyond – or alongside – academia.

Date: 14th – 17th March 2022

Registration and more details: [Careers Conference for Researchers | Oxford University Careers Service](#)

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>

Developing Leadership Skills (for new team leaders) – E-Learning Course

A team leader or manager needs to be an effective decision-maker, communicator, mentor, motivator and coach. Managers are responsible for driving and sustaining performance, both of their team as a whole and the individuals within it, as well as looking after their professional development. New leaders can find the competing demands of their role particularly daunting and the transition from team member to team leader can be a challenging one. Using a series of dramatised scenarios around a newly promoted team leader, this course introduces new and established managers alike to the skills they need to lead and inspire their team successfully.

Access through CoSy by selecting course on POD's course listing page: [Course listing | People and Organisational Development \(ox.ac.uk\)](#)

Inclusive Leadership – E-Learning Course

This course is for any leader or manager who is keen to create an inclusive culture where everyone feels that they can be themselves and that their contribution is valued.

Access through CoSy by selecting course on POD's course listing page: [Course listing | People and Organisational Development \(ox.ac.uk\)](#)

Managing Remote Workers – E-Learning Course

Giving people the flexibility to work remotely can benefit staff and employers alike, enabling organisations to make financial savings and boost productivity while making it easier for their staff to balance the demands of work and home life, reduce the stress, expense and time of the daily commute and focus on tasks without the distractions of an office environment. Designed for organisations that are either new to remote working or looking to expand the flexible working options they offer their staff, this course looks at the benefits and challenges of remote working and provides advice for leaders and managers on how to ensure that their home workers remain connected, engaged and productive.

Access through CoSy by selecting course on POD's course listing page: [Course listing | People and Organisational Development \(ox.ac.uk\)](#)

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>

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: [Business Partnerships Office - virtual drop-in sessions — University of Oxford, Medical Sciences Division](#)

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.

Other resources available

■ **Focus on People web portal** - to support professional services staff with their professional development. Part of the wider Focus on People programme, the 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](#)

■ **Research Staff Hub** - The mission of the Research Staff Hub is to welcome, support and equip researchers and teaching staff employed by the Collegiate University on fixed term contracts, in ways that will enable them to be and feel their best at Oxford, and to facilitate their chosen next career chapter. [Research Staff Hub | University of Oxford](#)

■ ■ **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 \(ox.ac.uk\)](#)

- **Professional Services Mentoring Pilot** - Providing an opportunity for mentors and mentees to form mentoring partnerships within Professional Services. [Professional Services Mentoring pilot | People and Organisational Development \(ox.ac.uk\)](#)
- ■ **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 \(ox.ac.uk\)](#)