

ORGANISATIONAL DEVELOPMENT

February 2022



HYBRID WORKING

Explore [support resources](#) available to help staff and managers prepare for hybrid working, where this is possible for your role. Helpful guides, recorded webinars, checklists and drop-in centres exist for managers to help them consider the changes they may need to make. For staff, a number of resources are available to help you get the most from hybrid working.

NEW AND FEATURED

Managing 'Small' Change Projects
Leadership and Management Development

More details on page 2.



DEVELOPMENT OPPORTUNITIES

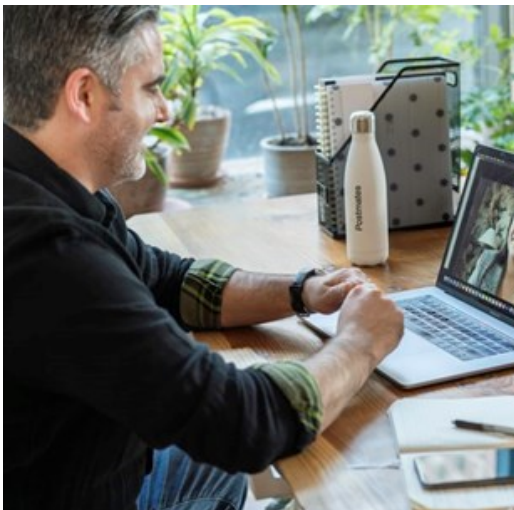
Mentors Required

New Manager Hub

All Staff Welcome Hub

Apprentice Information Event

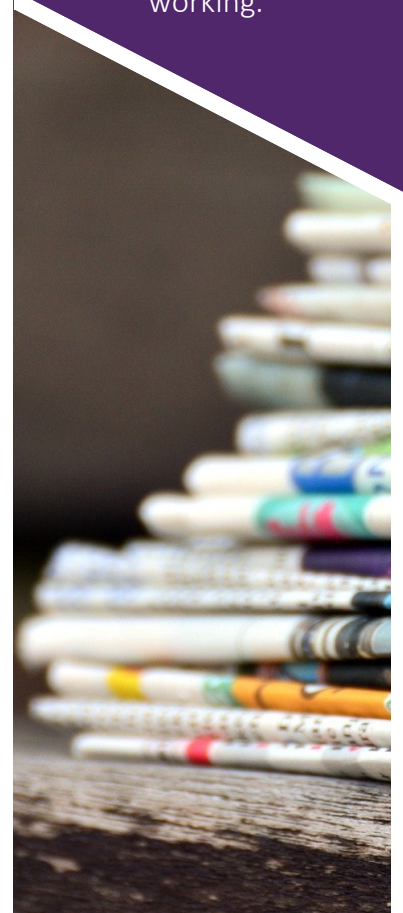
More details on page 3.



VIRTUAL WORKSHOP AVAILABILITY

Overview of virtual workshop availability, including the Open Programme, workshops for Researchers, and the Researcher Induction

More details on page 4.





New & Featured

Managing 'Small' Change Projects Leadership and Management Development

Managing 'Small' Change Projects

We're please to announce the launch of a new workshop *Managing 'Small' Change Projects*. The workshop is available to all staff who are responsible for managing small change projects within their team or department. Dates have been scheduled for online, fully interactive webinars.

By the end of the workshop you will be able to :

- Identify what is within your control and influence with regards to the change project
- Identify different stages of the change and use a toolkit to manage each stage
- Understand emotional reactions to change
- Understand why people resist change and use strategies to overcome resistance
- Apply change management techniques to your own change project/activity
- Find support teams and resources to access if your change initiative is a medium or large change project.

We look forward to working with you on the *Managing 'Small' Change Projects* workshop. Click [here](#) to book or for more information.

Leadership and Management Development

Over the coming months you'll see us change our name from Organisational Development to Leadership and Management Development (LMD). In time, you'll see us strengthen our leadership and management development offering, although we'll continue to support learning opportunities for us all.



Development Opportunities

Mentors required

Mentoring is a valuable development tool that is proven to have a beneficial impact on performance, confidence and career development. Warwick's Mentoring Scheme provides staff with the opportunity to receive mentoring. Due to the popularity of mentoring, we are currently in need of more colleagues to join the scheme as mentors, and would particularly welcome colleagues in academic roles. Mentoring itself is a great way of developing new skills and most people who are a mentor find the experience beneficial. No previous experience is necessary. Mentor training is provided and prior training will be considered. See the [Mentoring Scheme webpages](#) for more information and see [here to apply](#).

New Manager Hub

The [New Manager Hub](#) is designed to help staff who are new to people management, or are an experienced people manager who is new to Warwick. The hub includes key information, resources and links.

All Staff Welcome Hub

All new starters to the University will be directed to the Welcome Hub as part of their on-boarding process. Visit the [Welcome Hub](#) to find out more.

Apprenticeship Information Event

This Information Event is taking place during National Apprenticeship Week, where we will be discussing how to make the most of the opportunity to fund courses and qualifications using the apprenticeship levy.

We currently have nearly 100 members of staff working towards an apprenticeship, and nearly half are existing members of staff, with departments increasingly using this funding opportunity to develop their teams. Many people believe apprenticeships are for new entry level staff only. There are actually over 700 apprenticeships available ranging from level 2 GCSE level right through to level 7 Masters level.

Read our [case studies](#) to hear more about what it is like to undertake an qualification funded via the apprenticeship levy, and [book a place on the Information Event](#), which is taking place on **Wednesday 9th February 2022** between **1pm-2pm**, and is aimed at staff and line managers. At this event, we will also be joined by a former apprentice and their line manager so you can hear about their experience.

Virtual Workshop Availability

Open Programme

Managing 'Small' Change Projects	7 February
Continuous Improvement (formerly Simplify, Collaborate and Deliver)	9 AND 10 February (2-day event)
Dignity and Respect at Warwick	11 February
High Performing Teams	17 February
Introduction to Committee Servicing	3 March
Every Minute Counts	3 March
Managing 'Small' Change Projects	7 March
Mentoring Skills	17 March
Challenging Inappropriate Behaviours	24 March

Research Active Staff

Researcher Induction (See below)	17 February
Research Career 5 Series: How to Manage your Career	10 March
Research Staff Forum	14 March
Academic Writing Writing for Publication	6 April

Researcher Induction

Find out about key structures, committees, areas and services at Warwick for Researchers. This short induction has been designed to enhance understanding of what is available, as well as give new research staff a warm welcome to the Warwick research community.

Designed and recommended for new research active staff, but any member of staff is welcome - to secure a place simply email Researcherqueries@warwick.ac.uk

The date of the next Researcher Induction is Thursday 17 February, 11.00 - 12.30

