SEPTEMBER 2019 *E-NEWSLETTER*

FOR RESEARCH ACTIVE STAFF

Learning & Development Centre

Research Active Staff

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RAS L&D support opportunities

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- RAS E-Newsletters
- RAS Network Funding
- Charters HR Excellence in Research. Athena SWAN.

Website:
https://warwick.ac.uk/services/ldc/researchers/

Email:
researcherqueries@warwick.ac.uk

Message from Sandy...

Dear colleagues,

Hope you have all had a successful summer.

I'm sure many of you will have been presenting at conferences, focusing on your writing and, more importantly, using the time to relax so that you are feeling refreshed for the year ahead.

In this month's e-newsletter the focus is on the 2019-2020 academic year. I'm excited to announce that the RAS Network Funding is now available to Departments and Faculties wishing to set up or maintain an existing Research Active Staff network. We also continue to offer 1-1 support to RAS and have just confirmed three dates for our termly Research Staff Forum Meetings. The new academic year will also include leadership development courses, career development workshops and academic writing programmes support.
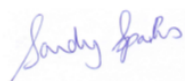
Along with the usual offerings there have been some changes to the RAS offering. The Preparing for Leadership, which is a Vitae adapted programme, will not run this year due to budget considerations and instead a new Vitae adapted course called 'Effective Collaborations for RAS' will be taking place in term 1.

At the request of RAS, we have arranged the Academic Writing Prolific Writer workshop to run before the Academic Writing Retreats, so that many of the tools & skills can be used in your academic writing at the Academic Writing Retreat Days. In response to the request and needs of RAS we have decided that during term 2 there will be two single days for the Academic Writing Retreat 'Bootcamp', which are on the 7 or 15 November 2019, and will give you time to focus on your academic writing. The usual 2 days will still take place in term 2 and term 3.

Finally, can you believe that there have been 10 years of Researcher Development? On page 5 I take a look back and reflect on this period.

Hope you enjoy this month's newsletter and that you have a fantastic 2019-2020 academic year.

Best wishes

Sandy Sparks
Organisation Development Consultant, Organisational Development (OD)

This month:

⇒ **RAS Network Funding**

⇒ **RAS 1-1 support**

⇒ **Leadership Programmes**

⇒ **Academic Writing Support**

⇒ **Career Development**

⇒ **10 Years of Researcher Development**

⇒ **Research Staff Forum Meeting**

⇒ **SJTU-Warwick Joint Seed Fund**

⇒ **Research Integrity**

⇒ **OD/RAS Events—Dates for your Diary 2019-2020**

SUPPORT OVERVIEW FOR 2019-2020

Organisational Development (OD) provides learning and development support and opportunities for Research Active Staff (RAS) - staff on Research-focussed, Teaching-focussed, and Research & Teaching contracts, under these main thematic areas:

⇒ **Leadership Development**
⇒ **Career Development**
⇒ **Skills Development**
⇒ **Research Impact & Public Engagement**
⇒ **Enterprise & Entrepreneurship**
⇒ **Equality, Diversity & Inclusion**

Please send any of your Learning & Development needs for 2019-20 through to the following inbox:
researcherqueries@warwick.ac.uk

RAS Network Funding

The funding period & period for activity runs across the academic year. Applications will be considered on a first come first served basis throughout the funding period, until the fund has been allocated.

Applications will generally be considered up to a limit of £1,000. However, a discretionary limit of £2,000 can be applied for, if innovative activity is planned for a large network of Research Active Staff but the activity needs to be for Research Active Staff.

Applications may be made by Research or Teaching staff or those who are working for or with research active staff. However, the activity needs to be primarily for Research Active Staff.

The audience for any activity or event must be Research Active Staff (i.e. research-focused, teaching-focused and research & teaching-focused staff).

"During my first year as a Network Lead, I have been able to develop my skills in organising and chairing research-related events. I found Sandy and Jane to be incredibly supportive throughout the process, from submitting the application, during meetings, all the way through to submitting the end-of-year report. I have been able to meet with external colleagues, who kindly agreed to be speakers at seminars throughout the 2018/19 academic year. As an Early Career Researcher, these opportunities have been invaluable. In fact, making a connection with one of the speakers enabled me to learn more about an intervention that was largely unfamiliar to me and when an opportunity arose to apply for funding to evaluate this intervention, I happily volunteered to take a lead role in this – which led to my first role as a co-Principle Investigator on a large-scale RCT."
Samantha Flynn PhD CPsychol, **Education and Psychology Research Active Network (EPRAN)**

"Having network funding enabled us to invite Oli Williams from King's College London to come and talk about a really innovative project which used a comic to translate ethnographic research findings for broad dissemination. It was great to see such a different approach to disseminating research and with network funding we were also able to provide copies of the comic to the attendees."
Carol Bryce and Sophie Rees co-convenors of the Qualitative and Mixed Methods Interest Group and the Medical Sociology Interest Group. The event was a joint event.

"I found the support from RAS Network funding to be very helpful in setting up the circular economy network. Through the RAS support we have been able to start conversations about circular economy at different platforms within the University. The network has been very much appreciated and welcomed by the research active staff at the University. Sandy and Jane have been extremely generous in providing support right from the point of application submission till the end of the year. I am looking forward to applying again this year to continue the network activities."
Maryam Masood, Circular Economy Researchers' Network (CERN)

For further information and to make an application please click here.

All completed applications should be emailed to researcherqueries@warwick.ac.uk

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RAS 1-1 Support

OD is committed to providing Research Active Staff (RAS) on Research-focussed, Teaching-focussed, and Research & Teaching contracts with the right kind of learning and development opportunities and support to meet RAS needs.

In addition to the RAS programme of funding and events/workshops/programmes, we are currently providing the funding for individual 1-1 support with the aim of providing focussed / specific support to meet RAS needs. The 1-1 support is funded by OD (RAS). Please note that RAS members are usually allowed up to two sessions.

There are different 1-1's available to Research Active Staff. Please click on the relevant link below if you are interested in booking a place:

⇒ Academic Writing Support

⇒ Career Development Support

⇒ Coaching and Mentoring Support

⇒ Specialist 1-1 Support

      a) Myers Briggs Type Indicator (MBTI)

      b) Strengths Profile

Further to attending some coaching and mentoring 1-1's with Sandy, one of last year's recipients provided the following feedback:

For further information on each of these and/or to book a 1-1 please click here.

The 1-1 Impact Report for 2017-2018 can be viewed by clicking here.

The 2018-2019 1-1 Impact Report will be available in the next RAS October e-newsletter.

Leadership

Effective Collaboration for RAS

This programme, which replaces Preparing for Leadership this year in term 1, is for staff on Research-focussed, Teaching-focussed and Research & Teaching contracts. The programme is designed for attendees to explore and develop their collaboration skills. The programme is a two-day experiential training course looking at the building blocks of the collaborative style of research; inclusive communication, cultural awareness, robust planning, negotiation and the ability to work effectively with others. The programme is to build skills and knowledge in order to have or be involved in effective and successful inter-disciplinary and/or inter-departmental and/or inter-institutional and/or national/international collaborations.

This two-day programme has been designed for up to 40 Research Active Staff (RAS) from different disciplines and career stages, led by a team of experienced facilitators who work with participants throughout the two days to support their learning. Facilitators are from a variety of backgrounds and sectors, with experience in collaboration.

This workshop is based on a successful Vitae workshop (Vitae programme funded by the UK Research Councils) which has been adapted for Warwick RAS Staff.

The programme will be taking place on **Thursday 21 November 2019** AND **Thursday 28 November 2019** (attendance is required on both days), between **09:30-17:00** in **Radcliffe Conference Centre**. Refreshments are available in Radcliffe Coffee Lounge from 9:00.

The closing date for nominations is:
Friday 01 November 2019

For further information and/or to access the nomination form, please click here.

Nomination forms should be sent to:
researcherqueries@warwick.ac.uk

Leadership in Action

This workshop enables Research Active Staff (RAS) - staff on Research-focussed, Teaching-focussed and Research & Teaching contracts to explore & develop their leadership skills. Delegates have the opportunity to look at relevant theory, practice their unique leadership styles, receive coaching & feedback and share practice. The focus is on you, your development and developing your skills.

This workshop is based on a successful Vitae workshop (Vitae programme funded by the UK Research Councils) which has been adapted for Warwick RAS Staff.

This 2-day programme is running on **Monday 10 February**

2019 AND **Monday 17 February 2019**, between **09:00-17:30** in **Arden House, Conference Centre**.

The closing date for nominations is:
Monday 13 January 2020

For further information and/or to access the nomination form, please click here.

Nomination forms should be sent to:
researcherqueries@warwick.ac.uk

Academic Writing

Being a Prolific Writer

This workshop discusses how to use your time and research efficiently for maximum publication output. The workshop is highly interactive, with writing exercises and reflection built into the materials, in order for participants to try out some of the writing strategies under discussion. The overall aim is to increase participants' confidence in their writing, particularly in relation to maximising the effectiveness of more frequent, shorter periods of writing time in order to maintain a writing routine.

The session takes place on **Thursday 24 October 2019**, between **10:00-16:00***, in the **Wolfson Research Exchange**.

For further information and/or to book a place please click here.

This includes an optional hour at the end of the session

Career Development

Managing your Research and Academic Career

A one-day workshop that provides Research Active Staff (staff on Research-focussed, Teaching-focussed and Research & Teaching contracts) with a day of active reflection and discussion on a wide range of issues that face Research Active Staff (RAS) in the management of their careers.

The workshop provides an opportunity to examine existing skills, networks and preferences so that they can effectively progress their careers. This workshop is a collaborative workshop developed by Vitae & UK Research Councils (UKRC) which has been adapted for Warwick Research Active Staff.

This session is taking place on **Tuesday 19 November 2019**, between **09:00-16:00** in **Argent Court, AC.03**.

For further information and/or to book a place please click here.

A reflection on my decade in Researcher Development at the University of Warwick 2009 – 2019

**Sandy Sparks—September 2019**

History, Scope & Changes

Having already been at the University of Warwick for a decade, I started in September 2009 my role being a Learning & Development Advisor (LDA) for Early Career Researchers (ECR's) funded under the Roberts' funding. The target group was circa 300 research staff that were ECR's. I was the only employee with the remit to support ECR's through workshops/ events and building a community. I worked an 80% FTE role with 60% FTE admin support. After many fixed terms contract, I was offered a permanent position in 2014. In January 2019, the role title changed to Organisational Development Consultant (ODC) as did the department's name.

My role was to support the Learning & Development (L&D) provision. All the workshops & events were mapped to national drivers and requirements, for example, The Concordat to support the Career Development of Researchers and the introduction in 2010 of the Researcher Development Framework (RDF) and Research Development Statement. In 2014 The Research Excellence Framework (REF) was introduced after the Research Assessments Exercise (RAE) etc. There were external facilitators as well as collaboration with other UoW support department. The initial focus was on:

⇒ Career development
⇒ Personal & professional development
⇒ L&D support creating a range of offerings
⇒ Building a community

My role was to provide the L&D provision of support for ECR's. This was then increased to support all Researchers & their development. This later increased again from Researcher Development to a much broader remit to cover all Research Active Staff (RAS) i.e. staff on Research–focussed contract, Teaching-focussed contracts and Research & Teaching contracts) circa 2000 at Warwick.

I created a diagram when I started my role in 2009, to help explain the range of RAS roles. The diagram below is as at August 2019:
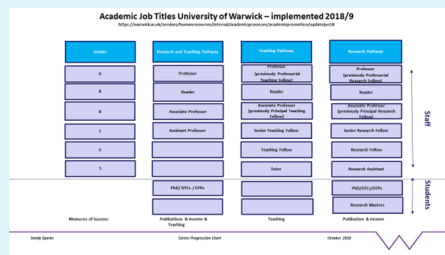
I also created a diagram below, when I started, that is updated annually, to show the breadth & depth of RAS L&D offerings & the relevant website links. As at August 2019:

After meeting with the PVC–Research, the decision was made that for at least 5-years, what the focus area for researchers development opportunities were to be, and these have largely remained with additions or omissions annually dependant on priorities as well as budget / resources constraints. The thematic areas of RAS L&D focus were:

1. Leadership Development & support

2. Career Development & support

3. Skills Development& support e.g. Academic Writing

4. E, D & I & support e.g. Unconscious Bias

5. Enterprise & Entrepreneurship, Impact and Engagement

When I started at LDC, UoW, 2009 – the scope, target group and source of funding changed and increased over the decade.

2009 to Dec 2011 – Roberts' funding – For ECR's

Sept 2011 to Nov 2012 - EPSRC E&E Funding - For Research Staff then increased to include Academics (Research & Teaching staff).

Once the funding started from UoW Research Staff & Academic Staff, the remit changed and increased to also now include Teaching Staff. This is when we changed from the more narrow focus of Researcher Development to a wider, more inclusive target group I called Research Active Staff (RAS) to encompass the three terms & conditions i.e. Research, Teaching & Academics. In 2018/9 the titles changed to Research-focussed staff, Teaching-focussed staff and Research & Teaching contract staff.

Continued over the page...

Initiatives that I have implemented over the past decade:

⇒ To be responsive to Researcher / RAS needs. To develop a provision annually with RAS input & in relation/ response to needs, to **co-create** a RAS L&D provision that is beneficial & meet the user needs.

⇒ Implemented the **monthly RAS e-newsletter.** This started in December 2009 & to date I have created in excess of 115 monthly RAS e-newsletters.

⇒ Provide **RAS Network funding**. The **RAS Network funding** that I started under Roberts funding & continues but with less funding. The amount of funding as well as the criteria & areas of focus changes annually. It is 'by researchers - for researchers' & assists RAS in their career & personal development. In addition I started annually writing & sharing Impact Reports on this funding & the benefits of the funding on career as well as personal development. The RAS Network funding Impact reports started in 2012 until 2018.

⇒ The introduction of **RAS 1-1 support** under thematic areas of career development, academic writing, coaching & mentoring and bespoke support for example emotional intelligence questionnaire, MBTI or strength profiles. The benefits have also been shared in the impact reports that I wrote on 2017-2018 1-1's & I will share in October 2019 the 2018-2019 RAS 1-1 support impact report.

⇒ To continue & develop the **Research Staff Forum** (RSF) that meets termly – to share practice, and over the decade, this has included the addition of the RAS network funding leads as well as L&D support staff being invited to attend the RSF. I have also introduced a specific focus at each RSF to share knowledge about other UoW useful L&D support for RAS.

⇒ To **network** extensively & also to **collaborate** both internally & externally with experts to increase the L&D RAS offering.

⇒ In 2010 the RAS **Academic Writing Provision** was started as a collaboration, this includes 1-1 support as well as a number of academic writing workshops and the two–day academic writing retreat nicknamed by the researchers as 'bootcamp'.

⇒ The introduction of RAS website **resource bank** pages – its purpose being to increase access for RAS, ensure more sustainable resources, so information is available when RAS need it. Copies of ppt's, as well as useful articles, books, website resources & links are included in each of the resource banks and it is updated with new information it keep the resource bank pages relevant and useful.

⇒ The development of **RAS Impact Reports**, these were undertaken for the leadership programmes; Preparing for Leadership (PfL) impact reports from Feb 2016 & Leadership in Action (LiA) impact reports from June 2015 and the RAS network funding impact reports from 2012 and the RAS 1-1's impact reports from 2017 & Academic Writing support impact report for 2016/7. The purpose of these reports begins to show the impact and benefits of the RAS L&D provision as well as the return on investment. It also shares the impact from the RAS perspectives.

⇒ Introduced and lead on the **Unconscious Bias** L&D provision at UoW.

⇒ Led the UOW **Internal Mediation Scheme** until Dec 2018 and continue to be a mediator.

⇒ Implemented the **Academic Shadowing Programme** with Kevin Hamer, this is now called 'How Warwick Works'.

⇒ In addition to this, I have supported the institutional **Charters** e.g. Institutional Athena Swan & HR Excellence in Research as well as the departmental submissions. The Impact reports as well as the annual RAS statistics of the LDC RAS L&D provision are also included as deliverables for the Action Plans for the HR Excellence in Research and Institutional Athena Swan submission. In the recent HR Excellence in Research submission, the RAS impact reports were noted as an exemplar.

⇒ In 2018, I created **collated feedback** from events/ workshops feedback forms, and once collated and LDC/ OD RAS having added any resources and or comments, these were shared with all attendees to the session before being added to the relevant resource bank and or events pages.

⇒ Over the 10 years many **workshop, events, programme**s have been included in the RAS annual provisions. Some were once off in the annual provision, others were for a few years and others continue. The length of session, days, timings etc. have been adapted to suit the needs of UoW RAS. Some of these have been:– unconscious bias training introduced over 5 years ago, infographics, Research Team Leaders Program, Sim-Uni, Career lunchtime workshops and a Statistics Support and Seminar series etc.

In the October RAS e-newsletter I will share more about the UoW collaborations for RAS, the showcasing & sharing practice opportunities as well as some of my learning & recommendations.

Research Staff Forum Meeting

A University Forum for Research Active Staff (RSF) has been established to serve a general networking function and to provide a focus for gathering Research Active Staff views on issues such as induction, learning and development opportunities and share good practice and ideas.

The Research Staff Forum (RSF) meets once per term.

In the 2019-2020 academic year the RSF will be taking place on the following dates:

Autumn Term
Monday 14 October 2019
(Focus on additional L&D support opportunities)
12:00-14:00
Wolfson Research Exchange

Spring Term
Tuesday 4 February 2020
12:00-14:00
Wolfson Research Exchange

Summer Term
Wednesday 13 May 2020
12:00-14:00
Wolfson Research Exchange

For further information and to view the notes from previous RSF Meetings please click here.

As the autumn date appears on the RSF webpage you will be able to email researcherqueries@warwick.ac.uk to request a place.

Coaching & Mentoring Moodle

Coaching or mentoring, depending on the context of the support required, are potentially valuable approaches to help someone to enhance their performance and develop their capabilities.

The Learning and Development Centre at Warwick provides a range of support for those wishing to get involved in this area, across administrative and professional services development and academic mentoring, including the particular remit of accredited teaching and learning courses.

Our Coaching & Mentoring Moodle offers further information, guidelines and training for participating in different aspects of coaching and mentoring at Warwick.

The online course is also available to introduce you to the key skills across coaching and mentoring. This course is useful for anyone considering asking for a coach or mentor and recommended for anyone considering becoming a coach or mentor to colleagues at Warwick.

To access and complete this Moodle please click here.

Research Integrity: Online Training and Additional Resources

Research Integrity is relevant to all those involved in delivering, supervising, or supporting research at the University. You can register for free online research integrity training below.

Two versions of the Research Integrity Online Training are available; full and concise. For a more in-depth and interactive look into research integrity, the full version is ideal. The full version has five discipline areas to choose from, it can be completed in stages allowing you to revisit the training as and when it is most convenient. The concise version offers shorter training plus five optional 15 minute modules of which completion of the 'Human subjects protections' course is highly recommended.

For details on how to register and for selection of relevant resources, please click here.

SJTU-Warwick Joint Seed Fund

We are pleased to announce the launch of the inaugural round of the SJTU-Warwick Joint Seed Fund. The Joint Seed Fund has been established with the specific intention to foster new initiatives with high potential for global impact that combine complementary aspects of each institution towards novel research outcomes.

A single, bilingual application should be prepared and submitted to **both** institutions. The SJTU lead investigator should submit the single, bilingual application to wuyanping@sjtu.edu.cn and the Warwick lead investigator to matthew.evans.1@warwick.ac.uk by **5pm** (local time) on **Monday 30th September**.

Warwick applicants are also required to complete the **Warwick Requirements Form** and submit it at the same time they submit the single, bilingual application form.

FOCUS ON: OD EVENTS FOR 2019-2020

OD/RAS EVENTS
Dates for your Diary
Autumn 2019

14 October 2019
Research Staff Forum Meeting
12:00-14:00

15 October 2019
Introduction to Unconscious Bias
09:30-12:30

24 October 2019
Being a Prolific Writer
10:00-16:00

7 November 2019
Academic Writing Retreat - One-day 'Bootcamp'
09:00-17:00

12 November 2019
Advanced to Unconscious Bias
09:00-12:00

15 November 2019
Academic Writing Retreat - One-day 'Bootcamp'
09:00-17:00

19 November 2019
Managing your Research and Academic Career
09:00-16:00

21 November & 28 November 2019
(New for 2019-2020)
Effective Collaboration for RAS
09:00-17:00

25 November 2019
(New for 2019-2020)
Unlock your Creativity
10:00-16:00

OD/RAS EVENTS
Dates for your Diary
Spring and Summer 2020

4 February 2020
Research Staff Forum Meeting
12:00-14:00

10 February 2020 & 17 February 2020
Leadership in Action Programme
09:00-17:30

12 February 2020
Introduction to Unconscious Bias
11:30-14:30

5 March 2020 & 6 March 2020
Academic Writing Retreat - Two-day 'Bootcamp'
09:00-17:00

13 May 2020
Research Staff Forum Meeting
12:00-14:00

11 June 2020
Introduction to Unconscious Bias
13:30-16:30

16 June 2020
Leadership Follow-up
11:00-13:30

2 July 2020 & 3 July 2020
Academic Writing Retreat - Two-day 'Bootcamp'
09:00-17:00

Please note that additional events/workshops will be added

Last month...

⇒ **Summary and highlights of the various events that took place in 2018-2019**

⇒ **The Resource Bank Pages that were created/ updated**

⇒ **Some of the feedback provided by candidates**

Coming up next month...

⇒ **Impact report from 1:1 support 2018-2019**

⇒ **Update on RAS Network Funding allocation**

⇒ **Academic Writing Retreat 'Bootcamp'**

⇒ **Unconscious Bias**

⇒ **Managing your Research and Academic Career**