

# FOR RESEARCH ACTIVE STAFF

## AUGUST 2019 E-NEWSLETTER

### SUPPORT OVERVIEW FOR 2019/2020

Organisational Development (OD), which was formerly LDC, 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](mailto:researcherqueries@warwick.ac.uk)

## Learning & Development Centre

### Research Active Staff

About



Current Development Opportunities



Events and News



Resource Bank



Funding Opportunities



The Research Community at Warwick



Your Employment at Warwick



FAQs

### Learning & Development Provision for RAS 2019/2020

This month's RAS Newsletter is a retrospective look at the 2018/2019 academic year and also includes information on what to expect in 2019/2020 - which will link nicely into people's PDRs.

Each section of the newsletter will give Research Active Staff the opportunity to view details of that particular workshop or programme. A link will also be provided to the relevant Resource Bank Page, where you will find slides from events run in 2018/2019, candidate feedback and a variety of other articles, activities and resources.

The Learning & Development provision of support provided by Sandy Sparks is for Research-focussed, Teaching-focussed and Research & Teaching-focused staff.

**\*Please note that the learning and development RAS provision for 2019/20 will be available from September 2019\***

If you have any queries please email:  
[researcherqueries@warwick.ac.uk](mailto:researcherqueries@warwick.ac.uk)

### THIS MONTH:

Summary and highlights of the various events that took place in 2018/2019, the Resource Bank Pages that were created/updated and also some of the feedback provided by candidates.

All of these are under one or several of the main thematic areas.

## FOCUS ON: RAS L&D SUPPORT OPPORTUNITIES



# FOCUS ON: AN UPDATE FROM SANDY SPARKS

After a busy 2018/9 academic year, now is an opportunity to take stock & reflect on the year of Research Active Staff (RAS) Learning & Development support opportunities & initiatives.

There have been some changes, such as Learning & Development Centre (LDC) becoming Organisational Development (OD) in January 2019 & my job title changing from LDA to ODC. But otherwise the RAS team stays the same with Sandy (80% FTE) leading the provision with admin support from Jane Cooper & RAS e-newsletter support by Lee Berdauskas, in addition to a few external trainers / facilitators / experts this year such as Davina Whitnall, Julie Gallimore, Rochelle Sibley. Thank you for supporting me to deliver a professional & diverse programme of learning & development (L&D) opportunities for RAS at Warwick:

*"We are so lucky to have you in our corner, providing so much support for RAS at Warwick."*

OD-RAS continue to deliver a range of support from face to face to online as well as information in the monthly RAS e-newsletter or RAS website with an annual budget of R30K.  
*"It is astounding what you achieve with such a tiny budget."*

I continue to deliver a RAS L&D provision under thematic areas with a few examples:

- ⇒ **Leadership Development**  
(Preparing for Leadership and Leadership in Action)
- ⇒ **Career Development**  
(Managing your Research & Academic Career)
- ⇒ **Skills Development**  
(Academic Writing—including workshops & a 2-day Writing Retreat 'Bootcamp')

*"I have published two articles that were stagnating & started a third quote from prolific writing feedback."*

*"I succeeded in completing editing of a special issue and improving my own article – which I believe will be a 4\* submission for REF 2021..."*

- ⇒ **Equality, Diversity & Inclusion (E,D & I)**  
(Introduction to Unconscious Bias)

Also available are:

- ⇒ **RAS 1-1 Support**  
(Career Development; Coaching & Mentoring; Academic Writing; Bespoke)

*"It gave me a lot of food for thought, while also, as mentioned, providing the space to articulate a number of things that have been 'brewing' in me. I have written up my notes and am now considering the action points. Really appreciate your 'input'!"*

- ⇒ **RAS Network Funding**  
(with 11 RAS networks funded this year)

*"... promoted to Associate Professor...leading activities involving researchers at all levels, networking across the departments, keeping the community abreast of cutting-edge topics, besides establishing numerous contacts and discussing issues of relevance to researchers in our forums. I'm ever so grateful to you for supporting our activity all these years"*

## ⇒ **Research Staff Forum**

(Continues to meet x1 per term with a focus area & any RAS welcome to attend)

We continue to contribute to the Institutional Charters e.g. HR Excellence in Research 2 Year Review.

Showcased Warwick's RAS L&D initiatives via a podcast that resulted in being contacted by a colleague in Denmark to find out more.

*"...was intrigued by your interview by Mark Reed on FastTrackImpact podcast. One aspect that caught my attention was your Impact Report Template and the Impact Framework that you mention you use at individual level".*

## ⇒ **Bespoke sessions ranging from presentation or facilitation and or a specific workshops for RAS**

It has been lovely to receive so many suggestions for improvements & additions. One example of this resulted in the Writing Retreat Resource Bank of useful links & materials. From RAS about the impact or benefit of the L&D initiatives as well as the lovely quotes or comments about the impact or benefit to you personally, in your career development and the department /University.

In this RAS e-newsletter you will find the links to the events that took place 2018/19, as well as the resources bank pages & the collated feedback after the events with an OD-RAS response or signposting to relevant UoW resources.

The information on the resources banks enables RAS to have access for staff unable to attend workshops and or enabling access to the information when relevant / useful.

I continue to collaborate with other UoW department for RAS L&D support for example:

## ⇒ **Public Engagement team & their offering workshops**

## ⇒ **The Library & Student Careers & Skills on Open Access, Research Data Management**

For the 2019/20 RAS L&D provision this will be shared in the September & October RAS e-newsletter or watch the website, with some new L&D initiatives (Effective Collaborations for RAS) resulting in some not taking place as we continue to deliver within the resources we have.

Finally wishing you all a good summer hopefully including conferences, academic writing time but most importantly time with family & friends and a chance to rest.

## **Sandy Sparks**

Organisational Development Consultant  
Organisational Development



# FOCUS ON: LEADERSHIP AND CAREER DEVELOPMENT

## Leadership—Upcoming Event

### Effective Collaboration for RAS Programme

**\*\*Moved from the summer term\*\***

The Effective Collaboration for Research Active Staff (RAS) two-day programme 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 dates for the programme are now **Thursday 21 November 2019 AND Thursday 28 November 2019** (attendance is required on both days). Both sessions will be taking place between **9am-5pm** in the **Radcliffe Conference Centre**.

In order to view further information and/or to complete a nomination form, please click [here](#).

## Looking back over 2018/2019

### Leadership



### Preparing for Leadership

Preparing for Leadership (PfL) is a two-day professional development programme. The workshop is for Research Active Staff (RAS) - (staff on Research-focussed, Teaching-focussed and Research & Teaching contracts). It is suitable for Research Active Staff (RAS) who are starting to take leadership roles or who wish to take on more leadership roles in the future.

[Workshop Page](#)

[Resource Bank Page](#)

[Impact Reports](#)

### 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.

[Workshop Page](#)

[Resource Bank Page](#)

[Impact Reports](#)

## Leadership Follow-up

The Research Active Staff (RAS) Leadership follow-up session is an opportunity for you to revisit and refresh your leadership programme learning, network with colleagues that have undertaken either one or both of the RAS leadership programmes this academic year.

It will also provide an opportunity to attend an additional leadership input session, and review the current Learning & Development Support for RAS and input into the leadership provision as well as the L&D provision for the 2019-2020 academic year.

[Workshop Page](#)

### Effective Collaboration for RAS Programme

The Effective Collaboration for Research Active Staff (RAS) Programme 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.

[Workshop Page](#)

### 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.

[Workshop Page](#)

[Resource Bank Page](#)

### Career 1:1 Support

In the 2018-2019 academic year RAS have requested 1:1 career support to assist with CV advice, career planning, preparing for interviews or mock interviews. LDC is providing funding for expert career support.

[Booking Form](#)

# **FOCUS ON: SKILLS DEV. AND EQUALITY, DIVERSITY & INCLUSION**

## **Skills Development—Academic Writing**

### **Raising your Article Quality**

This session discusses how to maximise the quality of journal articles in order for participants to achieve the highest possible level of research publication for their writing.

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.

[Workshop Page](#)  
[Resource Bank Page](#)

### **Writing for Impact**

This session will provide an overview of how impact is defined and how to apply it in your research. Often this is about identifying and learning to communicate the impacts that a project already demonstrates.

The session will include a presentation with a discussion with Impact Managers to learn how impact metrics are developing. For Early Career Researchers, the session will also discuss how impact affects your career development.

[Workshop Page](#)  
[Resource Bank Page](#)

### **Star Maker: The Difference Between 2\* and 3\* Journal Articles**

'Star Maker' outlines the difference between 2\* and 3\* journals and encourages participants to identify this in examples of work within their disciplines. During the session, we will discuss these critical points and how to embed them in writing practice.

Participants are asked to bring examples with them as part of the discussion and a copy of their work so that they can transfer principles from the discussion directly to their writing in-session.

[Workshop Page](#)  
[Resource Bank Page](#)

### **Being a Prolific Writer**

This session 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.

[Workshop Page](#)  
[Resource Bank Page](#)

## **Retreat 'Bootcamp'**

Take time to start or finish your academic writing. The academic writing retreat runs for 2 days and provides Research Active Staff the opportunity to focus exclusively on their academic writing. For that reason, we ask that delegates who attend are prepared to commit to the full 2 days when booking a place.

This 2-day academic writing retreat is open to Research Active Staff (Research-focussed, Teaching-focussed and Research & Teaching contracts) from any Faculty. A minimum of 10 delegates are required for the writing away days to run.

[Workshop Page](#)  
[Resource Bank Page](#)

### **Academic Writing 1:1 Support**

With the continued success of the Academic Writing Programme, the workshop programmes and academic writing retreat, LDC provides funding for Research Active Staff to benefit from individual support.

These sessions can be used to consult an expert on your writing issues, such as existing draft applications, producing a piece of work from existing research or, more broadly, planning your research/writing strategies. It does not provide a proof-reading service.

[Booking Form](#)

## **Equality, Diversity & Inclusion**

### **Introduction to Unconscious Bias**



This workshop is an introduction to the concept of Unconscious Bias and will look at how Unconscious Bias impacts on behaviour and decision-making. We will also spend time looking at H.E. examples of Unconscious Bias and how to reduce Unconscious Bias.

The workshop is also open to all University of Warwick staff who would like to increase their knowledge and understanding of Unconscious Bias.

[Workshop Page](#)  
[Resource Bank Page](#)  
[Unconscious Bias Moodle](#)

# FOCUS ON: RSF, 1-1 SUPPORT AND OTHER SUPPORT

## Research Staff Forum (RSF)

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.

### Autumn Term 2018

Date: Wednesday 31 October 2018

[Meeting Notes](#)

### Spring Term 2018

Date: Wednesday 27 February 2019

[Meeting Notes](#)

During the RSF Meeting in February (along with lots of other topics) the following two items were discussed:

- ⇒ [HR Excellence in Research](#)
- ⇒ [Concordat to Support the Career Development of Researchers and Recommendations](#)

Dr. Aruni Fonseka, who is a Research Fellow in the Physics department, and who had never attended a RSF Meeting before, provided the following feedback:

*"I feel that the RSF is a very relaxed and rather informal setting, where researchers from across the University gather to share and learn about the different networks and what they do. I have just started representing the contract research staff at the department of physics and I am very much interested in building collegiality amongst this group. I was surprised to find out that a large number of departments across the University have done just the same in a variety of different ways. The fact that there is funding available for this purpose was new to me. At the last meeting the names of a number of information sources came up, which I intend to research and try for myself. Another major advantage is the ability to use this forum as an arena to discuss common challenges that are faced by the research staff; to find out if other departments/schools face similar challenges and to learn from each other as regards to what measures have been taken to overcome them."*

### Summer Term 2018

Date: Wednesday 22 May 2019

[Meeting Notes](#)

For further information on the previous RSF meetings that have run, including the minutes, PowerPoint slides, agendas and other resources, please click [here](#).

If you would like to attend one of these meetings in the 2019-2020 academic year, please email: [researcherqueries@warwick.ac.uk](mailto:researcherqueries@warwick.ac.uk)

## 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) Emotional Intelligence (TEQUie)
  - b) Myers Briggs Type Indicator (MBTI)
  - c) Strengths Profile

For further information on each of these and/or to book a 1-1 please click [here](#). The 1-1 Impact Report can be viewed by clicking [here](#).

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## Podcast: Interview with Emma Sutton, Davina Whitnall and Sandy Sparks

This podcast showcases a personalised approach to impact training being pioneered by Universities of Salford and Warwick in different ways.

To access and play the podcast please click [here](#).

## How to Find International Collaborators for your Research



Sandy Sparks, Organisational Development Consultant at the University of Warwick and Trainer for the British Council Researcher Connect programme (Newton-funded), gives her best advice for finding and maintaining a collaboration.

Click [here](#) to go to the relevant British Council webpage.

# FOCUS ON: NETWORK FUNDING, C & M AND OTHER SUPPORT

## RAS Networking Funding

Network Funding is available to Departments and Faculties wishing to set up or maintain an existing research active staff network. 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).

### Networks Funded in 2018-2019:

- ⇒ 11 Networks
- ⇒ £9663.50 in total

### Networks:

- 1) Borders, Race, Ethnicity & Migration (BREM)
- 2) Centre for Exoplanets and Habitability Research Network
- 3) Circular Economy Researchers' Network
- 4) Education and Psychology Research Active Network (EPRAN)
- 5) Health Economics Journal Club
- 6) Latin America at Warwick Network (LAWN)
- 7) Medical Sociology Interest Group
- 8) Qualitative and Mixed Methods Interest Group (QMIG)
- 9) Researcher Integrity
- 10) WMG Researcher Forum
- 11) WMS Medical Statistics Book and Journal Club

You can click [here](#) for further details of the RAS Networks.

To view the Impact Reports that have been written in previous years please click [here](#).

**\*Please note that we will be accepting applications for Network Funding in the 2019/20 academic year from September 2019\***

## Coaching & Mentoring - Support



Coaching and mentoring are potentially valuable processes to help someone to enhance their performance, improve working relationships, develop their capability or manage their career.

An effective coach or mentor creates a relationship which enables the other to discuss the important issues that matter to them at work. Coaching or mentoring can be particularly effective because the conversations can be tailored to the precise challenges facing the individual today. The support of a coach or mentor complements rather than replaces the support of a line manager.

For details on the various coaching and mentoring support available to Research Active Staff, please click on the relevant link below:

- ⇒ [Warwick Coaching & Mentoring Scheme](#)
- ⇒ [Coaching & Mentoring Skills Workshop \(Blended\)](#)
- ⇒ [Coaching & Mentoring Moodle](#)

## Strategy

### Excellence with Purpose—University Strategy



By 2030, Warwick will be one of the world's exceptional universities, helping to transform our region, country and world for the collective good.

### University of Warwick Research Strategy



Our commitment to research at Warwick is that it will be internationally leading, impactful, and provocative. It will change the world, making lives healthier, safer, more resilient, more just and more fulfilled. Our research will produce transformative and lasting solutions to the multidisciplinary global challenges of both today and the future.

# **FOCUS ON: BESPOKE EVENTS AND COLLABORATIVE EVENTS**

## **Bespoke Events**

### **IAT Effective Networking Strategies for Researchers**

On Friday 25 October 2018 Sandy Sparks delivered a workshop on effective networking strategies.

The benefits to networking include building contacts and connections, creating funding opportunities and improving relationships.

The slides from the event, along with a selection of other resources can be found below:

[Resource Bank Page](#)

### **Physics Postdoc Presentation on RAS L & D Support**

On Thursday 21 February 2019 Sandy Sparks delivered a presentation to the Physics Department ECR's, which was arranged by Aruni and Reza.

It was an opportunity to consider their personal and professional career development as well as know about larger range of resources and support available to Research Active Staff (RAS). In addition to network and meet colleagues in their department. Click on the link below to view the slides from the session, along with some other resources

[Resource Bank Page](#)

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## **Collaborations**

### **Public Engagement**

(Led by the Public Engagement Team)

#### **An Introduction to Public Engagement:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Evaluating your Public Engagement Activity:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Giving Great Public Engagement Presentations:**

[Workshop Page](#)

[Resource Bank Page](#)

## **Research Data Management (RDM)**

(A collaboration between LDC, The Library and Student Careers & Skills)

#### **Data Management Planning: All Disciplines:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Data Management Planning— Bite Size:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Tools:**

[Workshop Page](#)

[Resource Bank Page](#)

## **Planning your Publication Strategy**

(A collaboration between Student Careers and Skills and The Library)



#### **Conference Papers:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Social and Informal Publishing:**

[Workshop Page](#)

#### **Journals (Sciences and Medicine):**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Journals (Arts and Social Sciences):**

[Workshop Page](#)

[Resource Bank Page](#)

## **Open Access/Research**

(A collaboration between LDC, The Library and Student Careers & Skills)

#### **Open Access: The Essentials:**

[Workshop Page](#)

[Resource Bank Page](#)

#### **Open Research: Bite size**

[Workshop Page](#)