RESEARCHER TRAINING AND DEVELOPMENT OPPORTUNITIES

MPLS Division
Trinity Term 2023

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HOW TO BOOK

Visit www.mpls.ox.ac.uk/training and look for the 'Course Booking Trinity Term 2023', which is a list of our courses sorted by date. Select the one you want, and booking details are contained on the individual pages. Most of our courses are booked via the Cosy booking system, but some may require application forms and/ or deposits.

Equality, diversity and inclusion courses are taking place online and bookable via the ED&I training programme: https://www.mpls.ox.ac.uk/ equality-diversity-and-inclusion-in-mpls/mpls-ed-i-training-programme

Our courses this term are a mixture of online and in person. Details will be available on the booking pages.

ADDITIONAL RESOURCES

We also have a range of self-access online resources for DPhil students and research staff. These cover topics such as orientation to the University, Time Management, working with others, Career Development, and many more. You can access them on our website:

www.mpls.ox.ac.uk/training/resourcesfor-researcher-and-career-development

KEYS

RS: research staff, post-docs or early career researchers.
DPhil: DPhil students or post-graduate researchers.
All: All researchers

ALL
GenSTEM
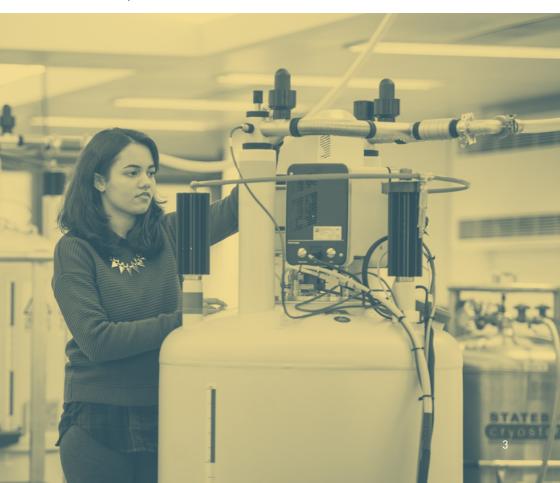*3rd May* *17.30-20.00*

An event run by societies that provides a speaker platform and careers fair for women and other minority groups studying and working in STEM at the University of Oxford. Includes panel discussion on gender equity, lightning presentations by researchers, stalls to meet societies and industry partners and refreshments. Speaker platforms will be held for those in minority groups. Men and other groups/societies are all cordially invited to attend as allies and audience.

Book here: *www.mpls.ox.ac.uk/GenSTEM*

ALL
PRESENTATION SKILLS FOR BEGINNERS
3rd May *13.30-17.00*

The course will cover the key principles of planning and delivering a successful talk, and help to build your confidence. Each subject area in the MPLS Division has its own specific requirements for research presentations: please note that this course does not seek to address these.

ECRS

HOW TO WRITE A FELLOWSHIP APPLICATION

4th May 09.30-12.30
30th May 09.30-12.30

Gaining a research fellowship is a major step on the academic career ladder. This session will help you to understand the dos and don'ts of application. It will guide you through the process and explain the support that is available. A holder of a research fellowship will discuss their application experience.

ALL

CREATING AN INCLUSIVE RESEARCH CULTURE (ONLINE)

4th May 10.00-12.30

How to best create and sustain an inclusive research culture and identify practical steps to make this happen. How to create an environment where we can all feel supported and how we can best support others.

ALL

CULTIVATING RESILIENCE AND SELF-CARE FOR OURSELVES AND OTHERS (ONLINE)

9th May 10.30-11.30

What does it mean to be resilient, what does self-care really mean and how can we best support ourselves and others?

DPHIL
SeedWISE

9th May 14.00-17.00 in person
16th May 16.00-17.30 online
23rd May 16.00-17.30 online
30th May 16.00-17.30 online
6th June 16.00-17.30 online
13th June 14.00-17.00 in person

Are you a women DPhil STEM researcher? Considering your next career move after you complete your DPhil? Come join the 95% of previous SeedWISE participants that have altered their perceptions regarding future career options! Registrations are open for the fifth iteration of our successful enterprise programme tailored for women DPhils that illuminates and explores potential industrial and enterprise career routes, as well as building new connections and community across departments.

Book here: ***www.mpls.ox.ac.uk/SeedWISE***

ALL
BEING AN EFFECTIVE BYSTANDER (ONLINE)
11th May 10.30-11.30

What does it mean to be an effective bystander? How do we best challenge behaviours and practices which disadvantage staff and students, particularly those from minority and/or marginalised groups?

ALL
PUBLIC ENGAGEMENT WITH RESEARCH 101
11th May 13.00-16.00

Engagement describes the myriad of ways that we can share our research and its value by interacting with wider public audiences, generating mutual benefit. We look at what public engagement is and some of the reasons why you might want to do it. We'll highlight the multitude of different approaches you can take, including real examples from the University and further afield. We'll provide tips on getting started and where to get support. Researchers will present their experiences and answer your questions.

ALL
TIME MANAGEMENT
16th May 09.30-12.00

An essential skill for researchers. Issues covered will include work- life balance, planning, prioritising, the need to differentiate between importance and urgency, and using a range of strategies and time- saving ideas.

ALL
RESPONSIBLE RESEARCH AND INNOVATION (RRI)
17th May *10.00-17.00*

This course will look at open science practices as tools to promote responsible research and innovation. It will introduce common open science principles and practices and explore how they can be used to enhance rigour, reproducibility, and transparency. Participants will be introduced to services and tools to integrate these principles into their own research. As these practices and tools continue to grow in use and importance throughout academia, it is important that researchers are able to understand the purpose of these principles, why they are recommended, and how to implement them."

ALL
TELLING STORIES THAT MATTER: COMMUNICATING YOUR RESEARCH THROUGH STORY
18th May *10.00-16.00*

Discover what elements of storytelling and narrative can be used to enhance a profession in the sciences in this interactive session. Craft compelling and moving stories from your experiences as a scientist using these key story elements: character, conflict, structure, metaphor and description. You'll have the opportunity to apply these storytelling and narrative skills by telling a short story in small groups. Robert Holtom is a professional storyteller and consultant who has worked with a range of organisations to help them refine and hone their stories for a variety of audiences.

ALL
TAKING STOCK
18th May **09.30-13.00**

*One to One coaching session and Action Learning set between the two sessions.

5th July **09.30-13.00**

This programme aims to support participants to develop an understanding of where they are currently in their careers, and their future options to achieve personal and professional development goals based upon values, strengths, skills and experience. Course materials
are provided.

Engaging with this course will enable you to

- understand your values and
  your strengths
- analyse and appreciate the fit between
  your current role and your values
  and strengths
- identify the range of opportunities and
  pathways open to you (including some
  that might not be immediately apparent)
- identify the gap between what you do
  well now and what you will need to
  learn and do in order to position
  yourself for the next role
- identify the role of personal impact in
  achieving personal and career goals
- take away a career and a personal
  development plan and a commit to a
  support network to take you forward.

ALL
ADVANCED PRESENTATIONS
23rd May **09.30-12.30**

You will learn how to read a group, deal with difficult situations, use humour, match your presentation to the audience, and make impact. You will learn how to get your message across, so it is remembered. You will learn about timing and when you should deliver key messages. You will develop your self-awareness and understand its role in presenting.

ALL
LEADING COLLABORATION - BRINGING PEOPLE TOGETHER TO ACHIEVE THE EXTRAORDINARY
23rd May 10.00-15.00

Collaborations can be rewarding or draining, depending on how well people connect. In this course we look at what neuroscience has taught us about how to collaborate. You will make sense of why some of your collaborations have felt great to be part of, while others have been a drag. You will diagnose problems with collaborations you are part of and find practical solutions for improving them. Leave with a clear model for improving all collaborations you are involved in.

In this course we look at what neuroscience has taught us about how to collaborate and you will leave with a clear model for improving all collaborations you lead.

DPhil
VIVA PRACTICE AND PREPARATION
24th May 10.00-15.00

This participative workshop provides doctoral students in the third year and above with information about the viva, guidance on planning a pro-active approach to it, and opportunities to practice. The course will look at the rules and expectations of the viva exam and identify and practise practical ways to prepare.

ALL
SCIENTIFIC WRITING CORE SKILLS
24th May **09.00-17.00**

This one-day course provides a sound grounding in the core skills needed to produce accurate and effective scientific writing. The course will include:

• critique of readability in relevant papers;
• use of tenses in academic papers;
• writing with impact;
• concise writing;
• grammar and proofreading;
• scientific table and chart technique

ALL
METHODS FOR EFFECTIVE TWO-WAY PUBLIC ENGAGEMENT
25th May **09.30-12.30**

In this introductory session you will explore how to introduce opportunities to transform your public engagement in to a rich, two-way, interactive experience. Dialogue and debate are valuable approaches to move beyond communication. It can provide the means to make any informative activity more engaging for those taking part. The session will highlight examples, practical tips and provide the opportunity for you to start to develop your own ideas and plans.

RS
HOW TO WRITE A FELLOWSHIP APPLICATION
30th May **09.30-13.00**

Gaining a research fellowship is a major step on the academic career ladder. This session will help you to understand the dos and don'ts of application. It will guide you through the process and explain the support that is available. A holder of a research fellowship will discuss their application experience.

ALL
INTERSECTIONAL ALLYSHIP (ONLINE)
30th May 10.00-12.30

We will look at what intersectionality is and how it plays out in our everyday lives and we will consider how many of us intersect and what that means for building an inclusive society. We will look at how power and privilege play their part and identify ways in which we can use both to support one another.

ALL
WRITE QUALITY PAPERS
31st May 10.00-13.00

In this workshop we will explore a process-driven approach to writing a paper. The aim is to pick a journal, examine what the editor is looking for, and build a paper that meets the journal's specific requirements. As we run through the task of building a paper, we will examine the system from three viewpoints – the author's, the editor's and the peer reviewer's.

ALL
PUTTING STORIES TO WORK
1st June 10.00-13.00

This session builds on the introductory workshop (Telling Stories that Matter, p.8) and introduces new elements of great storytelling including metaphor, clarity and message. This highly interactive workshop will be based around an example of writing an explainer or news article for the wider, non-specialist public website.

It is highly recommended that you will have already attended the introductory workshop, or equivalent introductory workshops on storytelling. Brief reading material will be provided to ensure you are up to date with the fundamentals of storytelling that are the basis of this workshop.

DPhil

COMPLETING YOUR DPHIL

1st June 09.30-12.30

The session will cover:

- What makes a good DPhil
- Planning to write up your DPhil – structure, content and what makes good writing
- What the viva will explore
- What the examiners are asked to consider
- FAQs and Q&A

RS

NETWORKING: A SYSTEMATIC APPROACH

6th June 09.30-15.00

Do you feel shy and uncomfortable at conferences? Do you feel networking is self-seeking and smacks of using people? On the contrary, "The currency of real networking is not greed but generosity." Keith Ferrazzi

Being at Oxford provides you with an amazing opportunity to meet a wide range of extraordinary people who could help you and who you could help. This session will enable you to develop this important skill, which will: help you make contacts; discover opportunities; open doors; and speak to the right people. It will also enable you to devise a strategic approach to networking which can have lifetime benefits for you.

ALL

SUPPORTING NEURODIVERGENT STAFF (ONLINE)

6th June 10.00-12.30

We will consider the whole neurodivergent umbrella and identify some practical ways in which we can better support our staff who fall under this umbrella. This session will be led by and informed by people with lived experience.

ALL

THESIS AND REPORT WRITING

7th June 09.30-13.00

This course covers methods of managing and controlling the process of thesis and report writing, as well as meeting deadlines. It also discusses the principles and practice of high-quality scholarly writing.

RS

PROJECT MANAGEMENT: THE ESSENTIALS

8th June 09.30-17.00

The focus of the day will be to provide a practical 'project management toolbox' that you can use in your daily work. During the course you will have the opportunity to manage a project. You will be able to apply the techniques you learn to a project that you bring along. Topics covered: project initiation, managing stakeholders and risk, time estimation, planning.

ALL
PODCAST YOUR SCIENCE
8th June *09.30-16.30*

From inception to publication; this practical session delivered by Emily Elias, journalist and producer of the Oxford Sparks podcast series, is a whirlwind tour through the basics of how to share your research in an engaging manner through podcasting. The session will introduce approaches to podcasting, present inspiration from a range of different podcast styles, and take you step-by-step through the basic technical skills of recording, editing and publishing audio files; you'll have the chance to develop an idea and have a go recording it with support and feedback during the day.

RS
PUBLIC POLICY UNPACKED: HOW CAN CONSERVATION RESEARCH SHAPE POLICY AND PRACTICE?
8th June *14.00-16.00*

To explore this question, Professor E.J. Milner-Gulland will be joined for this masterclass by Rose Mandisodza and Dr Tim Kuiper, to reflect on their experience of connecting conservation research, policy, and practice.

Tasso Leventis Professor of Biodiversity and Director of the Interdisciplinary Centre for Conservation Science, E.J.'s primary interest is in understanding how social, ecological and behavioural factors interact and affect key issues in conservation. She serves as an advisor to the International Union for Conservation of Nature and the Convention on the Conservation of Migratory Species of Wild Animals, chairs the UK Government's Darwin Expert Committee, is a Trustee of WWF-UK, and founded the Conservation Optimism movement in 2016.

Rose is the Chief Ecologist at the Zimbabwe Parks & Wildlife Management Authority, which is responsible for the world'

RS

OPTIMIZE YOUR TIME AT OXFORD

14th June *12.00-15.00*

Congratulations, you have got a research post at Oxford. But, what next? How do you manage your time at Oxford? This session looks at what being a post-doc means, what the opportunities and constraints are. It will also outline the support available to help you make the most of your time at the University. You will hear from the Careers Service, Equality and Diversity, Research Services, the Oxford Research Staff Society, Public Engagement & Impact, Research Integrity and Enterprise.

ALL

CURIOUS ABOUT CONSULTANCY? LUNCH AND LEARN MASTERCLASS

14th June *12.30-14.00 online*

Speakers from Oxford University Innovation and Cambridge Enterprise will join us to detail how you can add value for yourself and clients by consulting alongside your research. Time for Q&A included and bring your lunch!

Email Louisa with expressions of interest: *mpls.enterprise@mpls.ox.ac.uk*

ALL
INTERVIEWING FOR PODCASTS
15th June 09.30-12.30

You are behind the mic, ready to record your first podcast ... but wait! What do you ask?

This interactive session helps you navigate the world of podcast interviews. The session will cover preparing for interviews, creating a question line, finding your authentic voice and active listening.

Participants will be paired up and asked to conduct short interviews with a fellow participant. As a group we'll listen in and workshop constructive feedback.

This course is aimed at anyone looking at working on interviewing skills as a presenter but is also useful to those asked to be a guest on a podcast.

Attendance on the 'Podcast Your Science' session might be useful but is not a requirement to attend this session.

NIMBLE SKILLS ACCELERATOR
CREO INCUBATOR

Orientation for all: 20th June
12.30-13.00 online

Join us for individual sessions, or the entire 4-part series crafted via innovative user-generated skills development and microlearning framework in partnership with the Creo EdTech platform.

GroWISE Nimble Skills Accelerator enables you to develop practical skills in making decisions with conviction, building executive presence, developing cultural intelligence and leveraging your unique strengths.

Nimble Decision-Making
Tue June 27th 12.30-13.00
Nimble Executive Presence
Tue July 4th 12.30-13.00
Nimble Cultural Intelligence
Tue July 11th 12.30-13.00
Nimble Introverted Entrepreneur
Tue July 18th 12.30-13.00

Booking coming soon!
In meantime register interest by emailing Louisa:
mpls.enterprise@mpls.ox.ac.uk

ALL
LEADERSHIP IN ACTION
21st June to 23rd June 9.00-17.00

Leadership in Action provides the opportunity for you to explore what leadership is, look at some leadership theory, and identify and develop your own leadership style. You will also be able to meet and work with people from other departments and divisions. The course takes a very practical and experiential approach; this means there will be presentations on leadership theory, but for the most part you will actively participate in sessions and activities.

This year the course will end with a celebratory dinner on the evening of the last day.

ALL
COACHING SKILLS
26th June 09.30-13.00

Coaching is a highly impactful approach to people development and can support individuals to identify goals, gain insights into challenges, consider options and plan actions. Coaching skills are a valuable asset to leaders and managers and can be useful in a range of workplace conversations, such as feedback, delegation and career development reviews. This workshop will introduce key coaching concepts, approaches and skills. We will explore when and how coaching skills can be used to support effective leadership and management practice. Participants will take part in a practice coaching conversation using real-life examples, topics and challenges.

ALL
VIRTUAL PODCASTING HELP-DESK
29th June 13.00-17.00

One to one slots available with a podcasting professional to answer your queries and problems relating to your own podcasts or ideas.

MPLS MICHAELMAS TERM TRAINING TIMETABLE

EVENT	TIME	DATE
GenSTEM	17.30-20.00	3/5
Introductory Presentation Skills MPLS	13.30-17.00	3/5
How to write a fellowship application	09.30-12.30	4/5
Creating an inclusive research culture (online)	10.00-12.30	4/5
Cultivating resilience and self-care for ourselves and others (online)	10.30-11.30	9/5
SeedWISE 1	14.00-17.00	9/5
Public Engagement with Research 101	1300-1600	11/5
Being an effective bystander (Online)	10.30-11.30	11/5
Time Management	09.30-12.00	16/5
SeedWISE 2	16.00-17.30	16/5
Responsible Research and Innovation (RRI)	10.00-17.00	17/5
Researchers: Managing yourself and others	09.30-17.00	18/05
Telling stories that matter: communicating your research through story	10.00-16.00	18/5
Taking Stock 1	09.30-13.00	18/5
Advanced Presentations	09.30-12.30	23/5
Leading Collaboration	10.00-15.00	23/5
SeedWISE 3	16.00-17.30	23/5
Viva practice and preparation	10.00-13.00	24/5
Scientific Writing Core Skills	09.00-17.00	24/5
Methods for effective two-way public engagement	0930-1230	25/05
How to write a fellowship application	09.30-13.00	30/5
Intersectional Allyship (Online)	10.00-12.30	30/5
SeedWISE 4	16.00-17.30	30/5
Write quality papers	10.00-13.00	31/5
Putting Stories to Work	10.00-13.00	1/6
Completing your DPhil	09.30-12.30	1/6
Networking: A systematic approach	09.30-15.00	6/6
Supporting neurodivergent staff (Online)	10.00-12.30	6/6
SeedWISE 5	16.00-17.30	6/6
Thesis and Report Writing	09.30-13.00	7/6
Project Management: the essentials	09.30-17.00	8/6
Podcast your science	09.30-16.30	8/6
Public Policy Unpacked	14.00-16.00	8/6
SeedWISE 6	14.00-17.00	13/6
Optimise your time at Oxford	12.00-15.00	14/6
Curious about consultancy?	12.30-14.00	14/6
Interviewing for Podcasts	09.30-12.30	15/6
Nimble skills accelerator	12.30-13.00	20/6
Leadership in Action	09.00-17.00	21/6
Leadership in Action	09.00-17.00	22/6
Leadership in Action	09.00-17.00	23/6
Coaching Skills	09.30-13.00	26/6
Nimble Decision-Making	12.30-13.00	27/6
Virtual Podcasting Help-desk	13.00-17.00	29/6
Nimble Executive Presence	12.30-13.00	4/7
Taking Stock 2	09.30-13.00	5/7
Nimble Cultural Intelligence	12.30-13.00	11/7
Nimble Introverted Entrepreneur	12.30-13.00	18/7