PPD in 2018/19

- 4579 online courses taken
- 99% of available places were booked
- 92% of booked places were attended
- 22% of staff participated
- 3777 unique participants
- 1585 face to face places attended

working in partnership with:

[Logos for different partnerships]
PPD team update

Susannah Paxton has joined the PPD team as a Learning and Development Consultant and we say a fond farewell to Lewis Hughes, a member of the PPD Admin Team, who is taking on a new role in the Department of Plant Sciences.

new courses

Recruitment Essentials (Professional Services Appointments)
An opportunity to refresh understanding of recruitment and selection processes.

To book: www.training.cam.ac.uk/cppd/course/cppd-recruitessps

Being an Active Bystander at Work
Ever been concerned about a situation and wanted to help, but didn’t? Heard an inappropriate joke in the tea room? Seen an inappropriate touch of a friend? Watched a colleague wince at being belittled or interrupted in a team meeting? Find out why this happens and what it means to be an active bystander. Consider simple changes and actions you can take to support others around you without confrontation and, over time, support a more inclusive environment for all of us to live and work in.

To book: www.training.cam.ac.uk/cppd/course/ppd-actbys
Technician commitment inaugural conference

Over 80 technicians from 21 departments attended the first University of Cambridge Technician Conference in September 2019.

Speakers included:
- Professor David Cardwell, Pro-Vice-Chancellor for Strategy and Planning
- Kelly Vere, Technician Commitment Lead at the Science Council
- Kate Maxwell, ourcambridge
- Barney Leeke and Liz MacRae, members of the Technician Commitment Working Group

Following the conference, technicians attended a Professional Registration Workshop run by the Science Council where they heard about how to apply for professional registration.

More information:
- Technician Development website
- Yammer group

“Getting to hear other technicians’ experience was very motivating and reassuring. It also made me think of the wide variety of career paths that are open to me as a technician, which I perhaps wasn’t aware of before and how high up the ladder you can go as a technician.”
Apprenticeships update

Coming up in 2020

Two new University cohorts start in January:
• HR Level 3
• HR Level 5

National apprenticeship week, 3 – 7 February:
• Science/technician information event
• National Apprenticeship Awards publicised
• Success stories available on the apprenticeships website

Apprenticeship information events:
• 5 Feb – Science/technician information event
• 17 March – topic to be confirmed
• 24 June – topic to be confirmed

Quarterly apprenticeship network events for line managers/staff supporting apprenticeships:
• 3 March
• 3 June

Future apprenticeships:
• Improvement Practitioner Level 4
• Chartered Manager Degree Level 6
• Senior Leaders Degree Level 7

More information:
• Apprenticeships website

the University now has

100+ apprentices

www.ppd.admin.cam.ac.uk
Academic life at Cambridge
updated induction

An updated approach to academic induction has been launched. ‘Academic Life at Cambridge’ features central and local elements working together in a complementary manner.

Recognising that induction is an important step in the recruitment process, the programme has revamped central provision to better meet the varied needs of University Lecturers, University Senior Lecturers, Readers, Professors and Senior Fellows.

Features of the programme include:
• An annual Welcome Event highlighting strategic context, culture and values of the University
• A modular SharePoint site signposting resources, courses and events.

Over the coming months, PPD will work with faculties and departments on next steps including:
• Showcasing examples of good local induction practices from the University of Cambridge context
• An approach to mentorship that is implemented locally, with central guidance and support
• Improved coordination of central and local induction processes.

For more information contact:
Diane Gorsky, Learning & Development Consultant
diane.gorsky@admin.cam.ac.uk
New: Small Group Coaching to Improve Presentation Skills with Paula Rosen

We are offering the opportunity to take part in new small group coaching sessions.

Up to four colleagues may attend up to three sessions together, spread over a few weeks or months. This option may be particularly beneficial for those in similar roles or teams, and who would value working together in this area.

To book 1:1s or small group: www.training.cam.ac.uk/cppd/course/cppd-comm14

Also available
Postdocs: Communication & Personal Impact 1:1
www.training.cam.ac.uk/gdp/course/rdp-com%26pi121

Teaching and Communicating with Impact 1:1
www.training.cam.ac.uk/cctl/event/3095411
Other training providers
training opportunities

Equality and Diversity
www.equality.admin.cam.ac.uk/events
equality@admin.cam.ac.uk

Click on the image to view the Equality and Diversity flyer in full

Environment and Energy
www.environment.admin.cam.ac.uk
environment@admin.cam.ac.uk

- Environmental Sustainability Induction – online
- Free Urban Cycle Skills course

A wide range of training is provided by other departments e.g. Finance and University Information Services.

Visit the University Training Booking System to see full details of what's available.

www.training.cam.ac.uk
Other training providers
training opportunities

Health and Safety
www.training.cam.ac.uk/ohss/event-timetable
safety.training@admin.cam.ac.uk

- An Introduction to Display Screen Equipment (DSE) Assessment
- Chemical Safety
- Departmental Responsible Person Training (TG1)
- Fire Safety Managers
- Laser Safety for Class 3B and 4 Laser Users and Research Supervisors
- Legionella Awareness Training (TG2)
- Lifting and Manual Handling
- Nanoparticle Safety
- Pressurised Gas and Cryogens
- Principal Investigators, Do you Know How to Fulfil Your Health and Safety Responsibilities?
- Radioactive Substances: An Introduction to Suitable and Safe Use
- Risk Assessment of Genetically Modified Organisms
- Sealed Source Users Course
- Ultraviolet Radiation: Safe Use of Artificial Sources
- Using Containment Facilities and Microbiological Safety Cabinets
- Working at Height: Basic Ladder Safety
UPCOMING EVENTS
JANUARY–MARCH 2020

For information and bookings
www.equality.admin.cam.ac.uk/events
ATHENA SWAN: SMART ACTION PLANNING

20 January | 11.30am – 1.00pm | Lecture Block Room 8, Sidgwick Site
This session will help departments develop appropriate actions for the issues identified from the self-assessment process and to make action plans SMART and effective tools for achieving gender equity.

ATHENA SWAN: ATTAINMENT GAPS

23 January | 12noon – 1.00pm | Lecture Room 2, 8 Mill Lane
This session is for departments wishing to identify and address student gender and BAME attainment gaps. Gina Warren, E&D, and Dr Ruth Walker, Cambridge Centre for Teaching and Learning, will discuss how to approach this work, and will explore methodologies to investigate attainment gaps.

TRANS AWARENESS TRAINING

28 January | 12noon – 1.00pm | Seminar Room, Fitzwilliam Museum
This session will set the wider context for Trans identities, provide greater understanding of the experience of Trans people and explore uses of language and key terms such as cisgender, non-binary and transgender, all in a safe supportive environment.

HOLOCAUST MEMORIAL DAY LECTURE
FACING ANTI-SEMITISM: REBUILDING ANTI-RACISM

29 January | 12noon – 1.00pm | Old Library, Pembroke College
Dr Ben Gidley, Birkbeck College, will discuss anti-Semitism and ways of confronting it that locate it within the larger global history of racism. Seeing the historic link between anti-Jewish racism and anti-Muslim racism can enable stronger anti-racist responses to anti-Semitism, as part of the challenge of standing together across communities.

CARING4ELDERS WORKSHOPS

12noon – 1.00pm | Cairo Room, Greenwich House
30 January | 13 February | 05 March*
This workshop provides an opportunity for individuals to explore approaches to prepare for, and respond to, the changes and challenges of meeting the needs of an elderly person in your life. *Participants must be able to attend all three workshops

LGBT HISTORY MONTH – FEBRUARY

Details of our Annual Lecture to mark LGBT History Month will be available shortly. Please check the E&D Website for details.

TIME TO TALK: THE BENEFITS OF TALKING ABOUT MENTAL HEALTH AT WORK

6 February | 12.30 - 1.30pm | Department of Materials Science & Metallurgy
To mark Time to Talk day, Stuart Jessup, Chair of Trustees from the charity CPSL Mind, will discuss the benefits of talking about mental health at work. He will share examples of how this has been successful, and tips about how to talk about mental health with colleagues.
UNIVERSITY DIVERSITY FUND

7 February | 12.30 – 1.30pm | B16, David Williams Building, Law Faculty
Join us to learn about the first projects funded through the new University Diversity Fund. Hosted by Pro-Vice-Chancellor, Professor Eilís Ferran, the event will showcase the projects that received funding to a wider University audience. Followed by networking lunch.

CONVERSATIONS ON CAREER PROGRESSION AND RACE

18 February | 12noon – 12.45pm | Milstein Room, University Library
Dr Yael Navaro, Reader in Social Anthropology, and Hawa Sydique, Research and Communications Manager at the Cambridge Conservation Research Institute, will talk about their career experience and trajectory, the challenges faced and strategies for dealing with them. It will be an opportunity to discuss ideas that might help others in similar situations, and talk about ways of addressing institutional obstacles.

RACE AWARENESS TRAINING

25 February | 10.00am – 12noon | Roger Needham Building
This will be an interactive workshop for those who would like to increase their understanding of race and racism. The aim of the session is not only to enhance participants’ confidence in speaking about race but also to provide them with tools to reflect on their role in the circulation of racism, and to build their capacity to challenge racism.

UNSEEN DISABILITIES: UNDERSTANDING THE IMPACT ON STAFF, AND HOW MANAGERS CAN HELP

25 February | 12noon – 1.00pm | Lecture Room 2, 8 Mill Lane
Join Dr Hisham Ziauddeen, Department of Psychiatry and University Disability and Wellbeing Champion, for a talk aiming to increase understanding and awareness of unseen disabilities and conditions. Attendees will learn about the impact on the mental health of those living with these conditions, and the importance of making reasonable adjustments.

IT’S WHO YOU KNOW, NOT WHAT YOU KNOW: INCLUSIVE NETWORKING AND SPONSORSHIP

3 March | 12.15 – 1.30pm | GR06/07 – Faculty of English
Join Dr Jill Armstrong, Murray Edwards College, for this research-based workshop on how unintentional bias influences networking and career sponsorship and how to tackle this.

HELPING DEPARTMENTS TO IMPLEMENT INITIATIVES TACKLING RACISM

5 March | 12noon – 1.00pm | Lecture Room 2, 8 Mill Lane
The University’s work on race and racism has been acknowledged with the Advance HE’s Race Equality Charter (REC) Bronze award. As part of the institutional work, we developed a three-year REC action plan to tackle racial inequalities. The event will help departments make sense of the REC action plan, and to develop their own initiatives aligned with the institutional approach.
INTERNATIONAL WOMEN’S DAY LECTURE: GENDER AND CLIMATE CHANGE

9 March | 12.30 – 1.30pm | Lecture Room 2, 8 Mill Lane

Dr Emily Shuckburgh OBE is the Director of Cambridge Zero. She is also Reader in Environmental Data Science in the Department of Computer Science and Technology. Dr Shuckburgh will share the extent of her work on climate change and communicating this to the public, and will discuss how gender plays a part in the bigger environmental picture.

ANNUAL WISETI LECTURE: YOU COULD DIE OF INFECTION: THE MARCH OF DRUG RESISTANT INFECTIONS GOES ON – BUT WHO IS DOING WHAT?

11 March | 5.30 - 6.30pm | Wolfson Hall, Churchill College

The first female Master of Trinity College, Professor Dame Sally Davies, spent the previous nine years as Chief Medical Officer during which she is renowned for leading the UK Government’s international campaign on antimicrobial resistance. Accordingly, the rise of antibiotic-resistant superbugs, and what is being done to tackle it, will be the focus of Professor Davies’s WiSETI Lecture.

WHERE DO YOU DRAW THE LINE?

18 March | 12.30 – 2.30pm | Lecture Theatre 2, IfM, West Cambridge

Delivered in a safe and supportive environment, this session offers individuals the opportunity to learn about the different factors that might create and perpetuate a work environment in which harassment and bullying occur, and strategies for how to address this.

UNDERSTANDING IMPLICIT OR UNCONSCIOUS BIAS

19 March | 10.00am – 12noon | Edmonton Room, Greenwich House

This session will introduce the topic of implicit (or unconscious) bias and will help you understand how our biases influence the decisions we make. These may include decisions around recruitment, selection, assessment and broader interactions with others.

Have You Done Your E&D Online Training?

UNDERSTANDING IMPLICIT BIAS
An introduction to implicit bias and the impact it can have. It will help you identify situations where your own biases might affect your decisions or judgements.

E&D ESSENTIALS
Improve your knowledge of E&D at the University. This short, interactive module is an essential requirement for many University roles.

To access the modules, please visit www.equality.admin.cam.ac.uk/training

WellCAM supports the University’s goal to improve the health, safety and wellbeing of its staff and to prevent work associated ill health. This encompasses the physical, mental and social health of employees and recognises that employees’ values and personal development within the University contribute to their overall wellbeing at work.

“We believe in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our community. Our aspiration is for Cambridge and the wider region to be safe, welcoming and inclusive.”