

Somerville College Skills Hub: Hilary Term 2024

	Date	Time	Topic	Speaker	Venue
All term	Email for appointment, PLUS Wed 7 th Feb & 6 th Mar	one-to-ones: 2-7 pm	Personal Development: Get guidance on CVs & career planning, academic/time management or internships/vacation projects. Skills clinic: Academic /careers/internships - 20 min slots	Claire Cockcroft, MTST Programme Director Email to sign up for a slot	Teams/ Maitland 8
Week 0	Thursday 11 th Jan	11 am	Academic skills: Time Management clinic - tips & discussion	Claire Cockcroft, MTST Programme Director	Teams
Week 1	Thursday 18 th Jan	5.30 pm	Academic skills: Tools & reflective strategies for taking notes, productive reading & strengthening your academic writing.	Dominik Lukes, Centre Teaching & Learning Book here https://forms.office.com/e/5MJR4hC60K	Park 5 & on Teams
Week 2	Tuesday 23 rd Jan	5.30 pm	Academic skills: Communication and presentation skills. Tips to help hone your presentation skills and boost confidence.	Timothy Walker, Fellow and tutor in Biology and public speaker/presenter	Park 5
Week 3	Wednesday 31 st Jan	5.30 pm	Cultural adjustment: Understanding the physical & emotional demands of studying in a different culture, for academic success.	Dominik Lukes, Centre Teaching & Learning Book here https://forms.office.com/e/fW5WuXA1T3	MTC
	Friday 2 nd February	4 pm	Confidence in public speaking: practical tips to help quell nerves	Alison Skilbeck, RADA (alumna)	FAH
Week 4	Tuesday 6 th February	5.30 pm	Careers: Summer internships, ways to enrich your CV & boost employability (science/engineering/maths focus).	Claire Cockcroft, MTST Programme Director (deadlines in Feb)	Park 5
	Wednesday 7 th Feb	5.30pm	Academic Networking: Research talks by JRFs & internship ideas	Claire Cockcroft & Somerville JRFs	MTC
Week 5	Tuesday 13 th Feb	1-2pm	Academic: Essays under pressure, tips for exam performance.	Sam Ritholtz	Park 5
	Wednesday 14 th Feb	12.15pm	Wellbeing: discussing digital distractions, procrastination, sleep, motivation strategies, normalising anxiety, exams, self-care	Elizabeth Edginton (Counselling Service), Emily Stanyer (Sleep Research), Jo Ockwell	Maitland 19
Week 6	Sunday 18 th Feb	2-5 pm	MCR Symposium – STEM subject presentations	MCR presenters	MTC
	Thursday 22 nd Feb	1-2 pm	Academic skills: Time Management & effective work strategies	Claire Cockcroft, MTST Programme Director	Teams/Park 5
Week 7	Sunday 25 th Feb	2-5 pm	MCR Symposium – Humanities and Social Science presentations	MCR presenters	MTC
	Tuesday 27 th Feb	5.30pm	Academic Networking: JRF talks AND insights into JRF applications	Claire Cockcroft & Somerville JRFs	Teams/Park 5
Week 8	Tuesday 5 th March	5.30 pm	Internship Showcase: Get inspired - opportunities at SmartParc , with JRFs and other places for 2024, plus student presentations.	Alumni Luca Webb & Tia Dabare, Jackie Wild SmartParc , JRFs + Somervillians	MTC
SIGN POSTING to Careers Service Events – See term planner emailed to you, with these highlights (mainly online sessions)					
Week 0	Friday 12 th Jan	1-1.45 pm	Summer & micro-internships (also 17/23/26 Jan)	Careers Service team – register at Careerconnect	Online
Week 1	Tuesday 16 th Jan	12.30 pm	CVs and Covering Letters (also 31 st Jan 2pm)	Careers Service team – register at Careerconnect	Online
Week 2	Thursday 25 th Jan	12 pm	Careers in International Development	Register: Careerconnect Plus SkillsHub Archive recording	Online
Wks 3&4	Creative Careers Fest		Publishing, lit agents, music, radio, TV, journalism, heritage & more	Careers Service team – register at Careerconnect	Online
Week 6	Weds 21 st Feb	2-3pm	Disclosing disability, condition and/or neuro-difference...do I? How?	Careers Service team – register at Careerconnect	Online

Somerville Students' Skills Hub: is a series of skills seminars/workshops on issues that Somervillians have suggested will support their academic work, wellbeing and career planning, and transition to University learning. They are open to all students, undergraduate and postgraduate. We're back to 'in person' events – either at lunchtimes (often a free lunch) or early evening before dinner – but we'll also aim to offer digital delivery over Teams where appropriate. You can also browse our archive of previous talks, [here](#), on our Youtube Channel (Unlisted).

WRITING SKILLS: We offer writing workshops throughout the year. We start with a general introduction to essay writing in Michaelmas Term and offer further sessions as required to allow feedback on past essays and tips for improving style and structure. Further seminars/ workshops relating to different aspects of writing and research may be organised, catering for different audiences/needs, including one-to-one sessions, e.g.:

- Writing skills and tips for **non-native English speakers** or essays for scientists
- Essays under pressure – tips for exams
- Grammar/punctuation/style writing workshop, interactive with worked examples (small groups)

CAREERS SEMINARS AND PROFESSIONAL DEVELOPMENT: External speakers and alumni return to share their experiences, tips for interviewing and what to expect in the workplace. We will also run sessions to hone communication and presentation skills throughout the academic year. [The University Careers Service](#) provides a wide range of online/in person events and runs micro-internship (closing date Sunday 3rd week each term) and internship schemes. They offer advice on [building skills](#), [tips for CVs](#), sector insights, internships, one-to-one meetings and much more. Check out the [calendar](#) and sign up via [CareersConnect](#).

ONE-TO-ONE ADVISORY SESSIONS: The Director of the Thatcher Scholarship Programme – Claire Cockcroft – offers meetings to discuss your CV, study skills, internships, ideas for a Catherine Hughes Award and general advice to help you get the most from your time at Somerville. Email skills.hub@some.ox.ac.uk to make an appointment (usually Wednesday pm or request another day) and contact Claire if you have suggestions for other seminars/skills sessions.

University study skills courses and support for learning online: Don't forget the University's excellent range of courses, to improve your IT skills and competence with MS applications. You can read about them [here](#). Study skills resources are live at <https://canvas.ox.ac.uk/courses/63345>. We can arrange for some of these sessions/those from IT Services to be delivered at Somerville without the participation fee if there is sufficient demand - e.g. presentation skills. Some of you may already have taken advantage of other free opportunities online to gain new skills and enrich your CV during the pandemic:

- [Future Learn](#) – free/paid courses across a range of subjects and [Coursera.org](#): Build Skills with courses online from World-class Universities and Companies.
- LinkedIn Learning – Accessed through Molly (IT Services Learning Page) <https://skills.it.ox.ac.uk/linkedin-learning>
- Want to brush up a language? Visit the [University Language Centre](#)

PRESENTATION SKILLS: We run sessions to develop presentation skills and confidence in public speaking; two are scheduled this term. Courses are also available through the [University's IT Services Division](#). If there is interest ([Email](#) me) we can run further sessions and a recording of one event is [Archived](#) here. The termly **JCR-MCR-SCR symposia** (Thurs 6th week) are a great way to find out about Somervillians' research, meet new people and exchange ideas across disciplines.

WELLBEING & TIPS FOR WORKING PRODUCTIVELY:

- Former graduate student Aneeska Sohal produces a fortnightly weekend podcast "[All things Mental Health](#)", on Spotify with a range of interesting speakers.
- Yoga – alumna Celia Jay has recorded a session to help guide you – available in the Teams archive [here](#). There is also '[Yoga with Adriene](#)' for Anxiety and Stress and of course the wellbeing sessions organised through the chapel. There are many relaxation/mindfulness apps you can try, such as Headspace and Calm.
- If you're having trouble with your sleep, try the app [Sleepio](#), developed by our Prof of Sleep Medicine, Colin Espie.