

## Somerville College Students' SkillsHub: Trinity Term 2024

	Date	Time	Topic	Speaker/Host	Delivery
Week 1	Tues 23 <sup>rd</sup> April	5pm	<b>Time Management for studies and research:</b> Time saving tips for work-life balance, planning & prioritising.	In partnership with St Cross – register at <a href="https://forms.office.com/e/UA7SzH7vEv">https://forms.office.com/e/UA7SzH7vEv</a>	Zoom
	Weds 24 <sup>th</sup> April (& Weds 4 <sup>th</sup> 5 <sup>th</sup> week)	2-7pm	<b>One-to-ones:</b> Academic support, time management, careers, CV/ internship advice & how to build experience, funding applications.	Claire Cockcroft – <a href="#">email</a> for one-to-ones <i>N.B. Internship Funding applications by 6<sup>th</sup> May</i>	Maitland 8/ TEAMS
Week 2	Monday 29 <sup>th</sup> April <i>Or Zoom 29/4 &amp; 1/5</i>	3-4.30pm 10am	<b>Conquering Digital Distractions</b> – interactive workshop to reflect on relationships with tech, identify challenges and tips to triumph.	Ulrik Lyngs (Psychology & Comp Science researcher). Book <a href="https://redd-project.org/oxford/">https://redd-project.org/oxford/</a>	MTC
	Tues 30 <sup>th</sup> April	5pm	<b>Academic Internships:</b> Careers in International Relations & intern opportunities in social sciences/humanities	Claire Cockcroft, <a href="#">Hussam Hussain</a> , <a href="#">Sam Ritholtz</a> , <a href="#">Colin Philips</a> and JRFs	Park 5/ TEAMS
Week 3	From Mon 6 <sup>th</sup> May & throughout term	By appt.	<b>Academic:</b> Review past essays and hone your writing skills, plus tips for exam style essays or Masters extended essays.	Small group/one-to-one essay clinics. <a href="#">Email</a> Claire at SkillsHub to express interest	
	Friday 10 <sup>th</sup> May	1pm	<b>Communicating with impact:</b> Explore opportunities to communicate your research and engage with local communities.	Claire Cockcroft, Dane Comerford (Oxford Ideas Festival), Charlotte Albury	Park 5
Week 4	Tuesday 14 <sup>th</sup> May	5.15pm	<b>Wellbeing:</b> In Mental Health Awareness week, learn how to de-stress through movement-based meditation techniques.	Hannah PaSam <a href="#">Ritholtz</a> (Tai Chi Qigong)	Chapel (& on teams)
	Weds 15 <sup>th</sup> May	5pm	<b>Academic:</b> JRFs' talk about their research & route into academia, with special insights into applying for JRFs.	Somerville JRFs: interdisciplinary panel discussions	Park 5
Week 5	Monday 20 <sup>th</sup> May	5.30pm	<b>Academic:</b> Tips for essays under pressure & preparing for prelims	<a href="#">Sam Ritholtz</a> , Lecturer Dept Politics & IR	Park 5
	Tues 21 <sup>st</sup> May	12.30pm	<b>Wellbeing:</b> Tips to cope with exams/stress; normalising anxiety; strategies for motivation/self-care/time management & sleep.	Elizabeth Edgington- Somerville counsellor, Jo Ockwell, Claire Cockcroft, Emily Stanyer	Eleanor Rathbone Rm
Week 6	Weds 29 <sup>th</sup> May	5.30pm	<b>Life in Public Service</b> – From PPE to careers in public service, insights into Civil Service and getting skills to enter the profession.	<a href="#">Aaron Manian</a> , (PPE Alumnus). Blavatnik School of Governance.	Park 5
	Friday 31 <sup>st</sup> May / Friday 7 <sup>th</sup> June	From 5pm	<b>Talks on the Terrace:</b> Alumni return to share experiences and careers advice (consulting, law, civil service, publishing, STEM, & more)	Alumni panel / speed networking	Rooms TBC/ Terrace
Week 7	Weds 5 <sup>th</sup> June	5.15pm	<b>Academic:</b> Publishing under review. Puzzled by peer review, curious about citation indices, authorship and more.	<a href="#">Hussam Hussain</a> , Dept International Relations	Park 5
	Thurs 6 <sup>th</sup> June	4-6pm	<b>World Environment Day Symposium:</b> Somerville research on global environmental challenges & report on our sustainability progress.	Claire Cockcroft, Panel from JRFs & MCR & Somerville Sustainability Working Group	FAH
Week 8	Throughout	By appt.	<b>Finalists</b> – one-to-ones to discuss careers/CVs/job applications	Claire Cockcroft – <a href="#">email</a> for appointment	Maitland 8
<b>Careers Service &amp; Counselling Service - other useful events</b>					
Week 1	Thursday 25 <sup>th</sup> April	2-3.30pm	Exam anxiety: <a href="https://www.ox.ac.uk/students/welfare/counselling/workshops">https://www.ox.ac.uk/students/welfare/counselling/workshops</a>	Email the <a href="#">Counselling Service</a> for a spot	
Week 1	25 <sup>th</sup> April /5 <sup>th</sup> June	12pm/1pm	<a href="#">How to Write Winning CVs and Cover Letters</a>	Register @ <a href="#">CareersConnect</a>	Online
Week 2	Wednesday 1 <sup>st</sup> May	12.30pm	<a href="#">How to Improve your Interview Technique</a>	Register @ <a href="#">CareersConnect</a> – in person event	
Week 8	Mon 13 <sup>th</sup> / Thu 13 <sup>th</sup>	12.30/1pm	<a href="#">Making the Most of Your Internship: Intro to the Workplace</a>	Register @ <a href="#">CareersConnect</a> – in person event	

**Somerville Students' Skills Hub:** is a series of skills seminars/workshops on issues that Somervillians have suggested would support their academic work, wellbeing and career planning, and transition to University learning. They are open to all students, undergraduate and postgraduate. Usually 'in person' events – either at lunchtimes (often a free lunch) or early evening before dinner – 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) and contact Claire if you have suggestions for other seminars/skills sessions.

**WRITING SKILLS:** We offer writing workshops throughout the year. We start with a general introduction to essay writing in Michaelmas Term, and how to research your essays effectively, 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 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 3<sup>rd</sup> 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 term's [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 academic work, tips for time management, CV, 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](mailto:skills.hub@some.ox.ac.uk) to make an appointment (usually Wednesday pm or request another day).

**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 have run sessions to develop presentation skills and your confidence in public speaking. 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 **JCR-MCR-SCR symposia** (Thursdays 6<sup>th</sup> week) are a great way to find out about Somervillians' research, meet new people and exchange ideas across disciplines over refreshments.

#### **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.
- Sleep: If you're having trouble with your sleep, try the app [Sleepio](#), developed by our Prof of Sleep Medicine, Colin Espie.