

## Somerville Skills Hub: Michaelmas Term 2023

	Date	Time	Topic	Speaker	Venue
<b>Week 0</b>	<b>Friday 6<sup>th</sup> Oct, Saturday 7<sup>th</sup> Oct *</b>	11-3pm	<b>Careers:</b> OU Careers Fair (Consultancy/Finance) and on Saturday, Careers Fair for all Sectors, plus further sector fairs during term	Careers Service team and employers <a href="https://www.careers.ox.ac.uk/">https://www.careers.ox.ac.uk/</a>	Careers Service
<b>Wk 0-7</b>	<b>Fridays *</b>	2.15pm	<b>Procrastination:</b> 'Can't work' - a one off small group session that aims to get you back on track. Also self-help <u>podcasts</u>	<u>Counselling Service</u> – sign up for a session	Counselling Service
<b>Week 1</b>	<b>Weds 11<sup>th</sup> Oct</b>	1-2pm	<b>Careers:</b> Get ahead of the game – (micro) & internship schemes, graduate schemes, ways to enrich your CV & boost employability.	Claire Cockcroft & Damilola Odimayo, <a href="#">Careers Service</a>	MTC
	<b>Saturday 14<sup>th</sup> Oct</b>	1.30pm	<b>Reclaim your life in a tech-obsessed world:</b> Help align your tech use with the life and relationships you want & regain productivity.	Psychologists Ulrik Lyngs & Elaine Kasket, with Claire Cockcroft. <a href="#">Register online here</a>	Chapel
<b>Week 2</b>	<b>Monday 16<sup>th</sup> Oct</b>	6-7pm	<b>Event 'Communicating Care':</b> Public Health research & internships on behavioural change and the science of communication.	Charlotte Albury (JRF), interns Amy Rogers (dance) & Grace Copeland (poetry) <a href="#">Register</a>	FAH
	<b>Weds 18<sup>th</sup> (&amp; most Weds)</b>	PM	<b>Personal Development/Careers:</b> Sign up for a slot to discuss your CV, career planning, internships & how to fund projects.	Claire Cockcroft. Email <a href="mailto:Skills.Hub@some.ox.ac.uk">Skills.Hub@some.ox.ac.uk</a> for an appointment	One-to-one Teams/office
<b>Week 3</b>	<b>Weds 25<sup>th</sup> Oct</b>	5.30pm	<b>Academic careers:</b> Insights into research life. JRFs discuss their research & route into academia.	Somerville Junior Research Fellows	MTC
	<b>Thursday 26<sup>th</sup> Oct</b>	5pm	<b>Communication for academic study &amp; life: Before you hit send!</b> Managing inbox; tone & context; Social Media - good, bad & ugly.	Claire Cockcroft & Jo Ashbourn (St Cross)	FAH
<b>Week 4</b>	<b>Tuesday 31<sup>st</sup> Oct</b>	1pm	<b>Interview Skills:</b> Tips to improve your preparation, performance, make a good impression & avoid the cardinal sins of interviewing.	Fiona Mayhew (Alumna, Shell & Diageo, Mayhew Leadership Executive Coaching)	MTC
<b>Week 5</b>	<b>Monday 6<sup>th</sup> Nov</b>	12.45pm	<b>Wellbeing:</b> Open discussion to help normalise anxiety, strategies for motivation & self-care, and sleep tips to boost performance	Elizabeth Edginton (Counselling Service) Emily Stanyer (Sleep Research), Jo Ockwell	MTC
	<b>Thurs 9<sup>th</sup> Nov*</b>	5-7pm	<b>Careers:</b> <a href="#">How to Build a Career in Sustainability</a>	<b>Careers Service</b> <a href="https://www.careers.ox.ac.uk/">https://www.careers.ox.ac.uk/</a>	Careers Service
<b>Week 6</b>	<b>Tuesday 14<sup>th</sup> Nov</b>	5.30pm	<b>Academic Skills:</b> Reference Management Systems - invaluable tools to more efficiently prepare bibliographies & papers.	Sarah Butler, Librarian & Head of IT Services, MCR/JRF contributors	Park 5
	<b>Frid 17<sup>th</sup> Nov TBC</b>	4 pm TBC	<b>Careers:</b> BAME academic futures careers workshop & funding	Iyiola Solanke, Claire Cockcroft & panel	
<b>Week 7</b>	<b>w/c 20<sup>th</sup> Nov</b>	TBC	<b>Careers:</b> Academia – is it for me and applying for Graduate Study	Panel from the MCR and short research talks	MCR
<b>Week 8</b>	<b>Monday 27<sup>th</sup> Nov</b>	5pm	<b>Travel Funds &amp; past awards:</b> Overview of funding & presentations from last summer's expeditions, volunteering and internships	Claire Cockcroft, The Oxford Hub, and recipients of awards.	Park 5
	<b>Tues 28<sup>th</sup> Nov*</b>	1pm	<b>Careers:</b> <a href="#">Get Ahead - Careers in Publishing Panel Discussion</a>	<b>Careers Service</b> <a href="https://www.careers.ox.ac.uk/">https://www.careers.ox.ac.uk/</a>	Online
<b>From Week 4</b>	<b>Will be arranged demand</b>		<b>Academic: Essay Clinics.</b> Check in with essay writing experts, bring past essays for feedback plus support for non-native speakers.	<b>Claire Cockcroft and academic writing team.</b> Register interest at <a href="mailto:Skills.Hub@some.ox.ac.uk">Skills.Hub@some.ox.ac.uk</a>	

Red \* Indicates sessions organised by OU Careers/Counselling Services. Also see <https://www.careers.ox.ac.uk/> for full listing of term events and the summary emailed to you.

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