Focus on your career

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PROGRAM PLACES AVAILABLE

ANU Orientation Program
4 Jul | 7 Aug | 2 Sep
This half-day session is available to all new ANU staff. It provides a formal welcome to the University by the Vice-Chancellor and an opportunity to network with staff from key areas across the University. A morning tea is also provided followed by a bus tour of the campus.

Having powerful conversations
13 | 14 Jun & 29 Aug
This half-day practical workshop combines the key principles and tools of coaching in an engaging and interactive format. It is designed specifically for ANU managers and supervisors interested in enhancing their capacity to develop others through effective coaching conversations.

Mentoring workshops
16 Jul | 14 Aug
This guided lab workshop will help you get started in the ANU mentoring system. Mentoring is an important way to develop your career. The mentoring system helps connect individuals across the institution based on their specific and distinctive requirements.

Mindfulness For Living & Working Well (8-week workshop) - Program 2
21 Aug - 23 Oct
This series of half-day workshops will focus on training and supporting those interested in learning and integrating evidence-based mindfulness practices and cognitive strategies into their working and personal life.

Feedback
If you have any suggestions on career-related topics you would like covered, or have other feedback regarding the newsletter, please send these to the Centre for Career Development at: careerdev@anu.edu.au

Find more info or register for our programs at:
hr.anu.edu.au/career/calendar
Holding challenging conversations

Guidance on how to hold challenging conversations is one of the most common requests the Centre receives from managers and supervisors. These could be conversations with staff about performance, career support, expectations, behaviour or conflict.

Most of us have at least one conversation that we know we should be having but are putting it off because it is likely to be difficult and challenging for us.

Although having challenging conversations may represent only a small proportion of our overall communication with colleagues, they are an important element in determining our effectiveness.

As we develop effective ways of dealing with difficult conversations we will have more mental and emotional energy in our professional lives.

The Centre for Career Development is holding a series of half-day workshops, ‘Having Powerful Conversations’, which provide an introduction to having difficult conversations through coaching and conversation skill development that assists participants to:

> clarify what individuals and teams want
> have those conversations that you have been putting off (for whatever reason)
> have conversations which influence for better performance
> clarify what individuals and teams want to achieve in their professional lives
> improve team effectiveness and wellbeing
> enhance career and performance conversations.

The ‘Having Powerful Conversations’ half-day workshops will be held on 13 and 14 June and 29 August.

For further information and to register go to:
hr.anu.edu.au/career/calendar/powerful-conversations

There are also a range of resources on the Career and Performance Development website:
hr.anu.edu.au/career/career-performance-development

NECTAR Retreat

The second annual NECTAR retreat was recently held at Mount Stromlo Observatory, with over 65 Early Career Academics (ECA) in attendance.

Invited speakers included Professor Aidan Byrne, CEO of the Australian Research Council, Dr Beth Beckmann, Senior Lecturer at the ANU Centre for Higher Education, Learning and Teaching, and Mr Tom Worthington, Adjunct Senior Lecturer at ANU Research School of Computer Science.

Themes presented and discussed throughout the retreat covered aspects of teaching, research and career development specific to the needs of ECA.

Speakers addressed questions such as:

> What is research-led education?
> Can an ECA balance teaching experience with research responsibilities?
> What will the changes in online education mean for ECAs?
> What support is available at ANU for building the track record of an ECA?
> What ECA funding is available?
> What improvements can be made to the external funding model?

The highlight of the two-day event was the opportunity to meet with DVC(A) Professor Marnie Hughes-Warrington and DVC(R) Professor Margaret Harding. Both DVCs gave their time to speak about the issues that matter, and discuss real solutions to some of the biggest problems facing ECA at ANU and around Australia.

The retreat also included an interdisciplinary networking session and a mentoring workshop, promoting important aspects of ECA career development.

A full retreat report will be published on the NECTAR website soon:
nectar.anu.edu.au

Where can you find out more?

Come to our next Working Group Session, Monday 17 June, 12-2pm in Coombs ext 1.04. Learn more about NECTAR, and add your voice to the changes happening right across ANU.

Ways to get involved in NECTAR:

> Speak to your local College contact
> Register on the NECTAR website nectar.anu.edu.au; or
> Contact Dr Julie Preston, NECTAR Coordinator, at on x57165, or at julie.preston@anu.edu.au
ANU Management Program

The first workshop of the new ANU Management program was held 14-16 May, and feedback from the 22 participants has been great!

The workshop dinner included an entertaining speech by Professor Margaret Harding (Deputy Vice-Chancellor Research), and was attended by a number of ANU executive and also supervisors of the participants.

The focus of the first workshop was on Leading Self (ANU Leadership Development Strategy), and the most challenging activities included video role plays designed to enhance our ability to have (what we consider to be) difficult conversations with colleagues, managers, and staff.

The next workshop, Leading Others, focuses on leading innovation and change, and coaching for innovative teams; and the third and final workshop, Leading ANU, will focus on thinking and acting strategically.

Between workshops, participants have one-on-one executive coaching, and will also participate in small action learning groups, to progress their own leadership challenges.

Workshop two will commence in June.

Nominate now for ANU Staff Excellence Awards

Nominations for the ANU Staff Excellence Awards are now open, and close 26 July 2013.

The categories of awards include:

**Vice-Chancellor's awards**
- Public Policy and Outreach | Career Advancement | Innovation & Excellence in Service | Reconciliation

**Recognition of service**
- 25-Year Service Awards | 40-Year Service Awards

**Chancellor's awards**
- Peter Baume Award | Chancellor's Award for Distinguished Contribution to the University | Award for Outstanding Service to the Campus Community

All details, including nomination forms, eligibility, criteria, and nomination process can be found on the Staff Excellence Awards website: hr.anu.edu.au/career/staff-awards

The Unsung Potential of Weakness

Gray Poehnell, an expert career practitioner from Canada, visited ANU on Wednesday 22 May and gave a thought-provoking seminar.

Just over 100 staff and visitors were in attendance and heard Gray present some his perspectives on the topic of weakness. Many contemporary approaches to career development are strengths-based and Gray's talk focused on further exploration of our thoughts and assumptions about weakness.

He encouraged a more holistic perspective of weakness – noting that many individuals give up prematurely on career aspirations because they have given too much ‘weight’ to their weaknesses. Gray encouraged a more ‘hopeful’ perspective acknowledging both strengths and weaknesses in each of us and learning to work in a more balanced way with both.

Download the podcast of Gray's talk at: hr.anu.edu.au/career/publications

Gray Poehnell
CDAA Conference 2013
Launch of National Career Development Strategy at Career Development conference

The Minister for School Education, Early Childhood and Youth, Peter Garrett launched Australia’s first National Career Development Strategy (NCDS) at last month’s Career Development Association of Australia’s (CDAA) national conference. Carole Brown, Manager of the Centre for Career Development at the ANU and CDAA’s national president welcomed Minister Garrett to the conference.

The NCDS represents a significant acknowledgment of the contribution career development makes to Australia’s productivity and individual success.

The Strategy will bring a more coherent approach to the design and development of programs and resources that support career development by informing government policy and programs in the areas of education, training, employment, workforce development and employment services, as well as local partnership planning.

The conference also hosted the first international e-career services symposium. Developed and delivered by a world class faculty, the symposium sought to:

- advance knowledge and practice in the application of technology in career and employment services
- highlight key research, policy and practice advances particularly in the areas of social media, career systems and services, and on-line practitioner capability
- inform the establishment of a centralised repository to foster community discussions in technology and careers
- propose recommendations to further the development of policy, programs and evidence-based practice.

Looking for team development?
The Centre for Career Development can provide team development opportunities through selected programs.

If your area has specific development needs, then contact the Centre to discuss your team’s needs and discuss the program that you are interested in.

If there is a program that meets your needs, a facilitator will discuss an appropriate workshop outline as well as consultation fees.

Programs available for teams include:

- Assertiveness
- Change Essentials
- Customer Service
- Team Working Styles
- Team Development

For further details, about tailored team development, please go to: hr.anu.edu.au/career/team-development or contact the Centre on x56600 or at careerdev@anu.edu.au

Resources for early career academics

The Research Masterclass series are free workshops open to all research students and staff at ANU. The workshops tackle problems and issues common to all researchers and are designed to be useful to research students and practitioners in any discipline. http://researchstudents.anu.edu.au/masterclass/index.php

Foundations of University Teaching & Learning is an intensive professional development course for ANU academics, offered by the Staff Education unit within CHELT. Foundations introduces ideas and practices relevant to teaching in the ANU context through a sequential series of ten 2-hour modules. http://chelt.anu.edu.au/webform/Foundations-university-teaching-learning-registration-2013

Other useful links:
www.biggerbrains.com
www.vitae.ac.uk
**Staff profile**

**Early Career Academic**

The Centre for Career Development would like to congratulate Lindy Orthia on receiving the Vice-Chancellor’s Award for Teaching Excellence. Lindy participated in the Early Career Academic Program in 2012 and is a strong advocate of early career academics and their ongoing development. This year she contributed to the ECA program as a guest speaker – sharing her experiences in order to support her peers. Some of Lindy’s career story is featured below.

“I attribute my career successes in the past 12 months…..in large part to the confidence I gained through ECA Program.”

Dr Lindy Orthia

Lindy has been working as a science communication academic since 2007, prior to that she held roles within the ANU School of Botany and Zoology, the Royal Botanic Gardens Melbourne, the Centre for Plant Biodiversity Research, the Centre for Environmental Stress and Adaptation Research, Friends of the Earth Melbourne, and the La Trobe University Students Representative Council.

Since 2010 Lindy has been a lecturer and course convenor for three courses, two of which she wrote.

She supervises undergraduate and postgraduate research projects and is committed to encouraging and supporting all students to publish their work, including undergraduates still enrolled in coursework.

Lindy’s contributions have been recognised with several awards. She was presented with the inaugural ResearchFest Award for Excellence in Tutoring or Demonstrating in 2009.

She won the College of Science Award for Teaching Excellence in 2012 and she used this prize money to establish five prizes for undergraduate science communication students.

This year Lindy’s work was further acknowledged with the Vice-Chancellor’s Award for Teaching Excellence and was awarded an ANU Commendation for Outstanding Contribution to Student Learning in recognition of her Colleges of Science Teaching Award.

If you would like to know more about Lindy and her work, visit her website: http://lindyorthia.com/bio

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**NECTAR Announcement**

**NECTAR brings back ECA Travel Grants!**

Consultations between NECTAR and ANU executive have resulted in the reinstatement of Early Career Academic (ECA) Travel Grants. Announced by Deputy Vice Chancellor (Research) Professor Margaret Harding, at the Annual NECTAR ECA retreat at Mt Stromlo, this initiative will commit $130,000 to allow ECAs with otherwise limited travel funding to attend important international conferences.

Grants of up to $2000 will be awarded to ECA within five years of their PhD to attend a major international conference in 2013.

For more information see the NECTAR Website - nectar.anu.edu.au or contact Dr Julie Preston, NECTAR Coordinator, on x57165, or at julie.preston@anu.edu.au