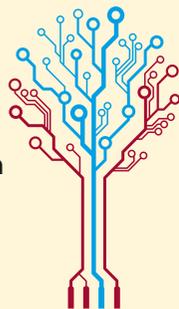


Teaching, Research and Academic Mentoring Scheme

- Highly successful, cross-institutional scheme.
- Organised through a collaboration between the University of St Andrews (CAPOD) and the University of Dundee (OPD).
- Provides all teaching, research and academic University employees the opportunity to participate in a mentoring partnership with a more experienced colleague.



bit.ly/sta-mentoring

Email the Mentoring Team:

mentoring@st-andrews.ac.uk

How are PRF participants benefiting from the programme?

“When I came to St Andrews I was quickly introduced to CAPOD and the **PRF** programme.

This was exactly what I was looking for, a solid while flexible framework to grow as an independent and successful researcher.

Never have I come across such a large variety of courses, of different formats, led by enthusiastic experts willing to share their experience, and tips and tricks to face the challenges of our careers.

I believe that courses offered by CAPOD are a must to get a better understanding of our own career paths, to acquire the right skills to reach our goals, and also to generate new opportunities. Thank you CAPOD! ”

Dr Heidi Sevestre

Where can I learn more about PRF?

www.st-andrews.ac.uk/capod/staff/researchstaff/rfpassport

How do I apply?

There is no date or deadline, simply fill in the online application form and your Staff Developer will get back to you to arrange an Orientation Meeting:
bit.ly/sta-research-futures

How do I book workshops and track my progress?

Visit the Personal Development Management System (PDMS) to book workshops and view your training record. Search by audience 'research staff':
www.st-andrews.ac.uk/pdms

Where are workshops/activities advertised?

Check PDMS regularly
e-newsletter – 'Developing News'

🐦 @St Andrews_Learn

📘 The St Andrews Post-Doc Community page
Staff memos: memos.wp.st-andrews.ac.uk

Email your Staff Developer at:

dcm24@st-andrews.ac.uk or

passportprogs@st-andrews.ac.uk

CAPOD, 75 North Street,
Hebdomadar's Block, St Salvator's Quad,
St Andrews, Fife KY16 9AJ, Scotland, UK

E: dcm24@st-andrews.ac.uk

T: 01334 462241

W: www.st-andrews.ac.uk/capod

The University of St Andrews is a charity registered in Scotland, No: SC013532



University of
St Andrews

PRF

**Passport to
Research
Futures**



Plan beyond the horizon with a structured, professional development programme for contract research staff and early career academics

CAPOD
Centre for Academic, Professional &
Organisational Development

Passport to Research Futures (PRF)

The programme provides a structured but flexible Continuing Professional Development (CPD) package for all contract research staff and early career academics across all disciplines.

Plan beyond the horizon

The purpose of the programme is to help you focus on your future career by:

- Exploring potential career paths
- Planning career objectives
- Developing the key skills, knowledge and experience that will help you work towards your career goals.

Increase your confidence and employability

Designed around Vitae's Researcher Development Framework (RDF) – which describes the knowledge, attributes and behaviour of successful researchers, PRF focuses on career development and employability, whether within or outside higher education.

Improve your CV with certification

Choose from a range of optional components to obtain...

An in-house certificate

Complete five core workshops and six optional subunits.



An ILM-recognised Development Award

Complete five core workshops and seven Institute of Leadership and Management subunits. CAPOD is an ILM approved centre.

Tailor your programme

Delivered by a mixture of trained CAPOD developers, in-house experts and external speakers, PRF offers a variety of workshops and activities.

Core activities focus on:

- Briefing you about the programme – orientation
- Equality and Diversity – online
- Reflecting on your career goals – workshops

Optional subunits focus on:

- Leading a team
- Identifying your thinking style and team role
- Raising your research profile
- Getting published
- Public engagement
- Entrepreneurship and enterprise
- Funding and financing research
- CV writing and job applications
- Interview skills

How long does the programme take to complete?

Most workshops are offered once per semester, giving you a chance to undertake the programme within a given academic year.

Participants who join the programme have a maximum of two years to achieve the in-house certificate/ILM-recognised Development Award.

What other activities are available?

Participate in a range of Academic Staff Development Programme (ASDP) workshops designed to enhance best practice in teaching and research.

- Effective lecturing and module design
- Assessment and feedback
- Time management and resilience

bit.ly/sta-academic-staff

CoRe Skills programme

Participate in a wide range of workshops and activities, designed to improve research capability and widen employability.

www.st-andrews.ac.uk/capod/staff/researchstaff

Priority access to online resources

- Epigeum – Professional Skills for Research Leaders programme
- Online networking courses

bit.ly/sta-resources

Free access to Vitae's RDF Planner

Manage your CPD:

bit.ly/sta-RDF-Planner

