

# Shared Connections

A Development Day for Professional and Technical Services Staff

**Wednesday 15 June 2022**

I am pleased to welcome you to our inaugural Professional and Technical Services Staff Development Day. Our aim is for all of you to have the chance to learn from colleagues, develop yourselves professionally, and most importantly, share your experiences – hence the name 'shared connections'.

Over the course of the day, you will hear from some fantastic keynote speakers in the Curve Lecture Theatre. We are delighted to welcome Professor Deborah Bowman MBE FRSA who has led on important cross-institutional matters from Public and Civic Engagement to Equality, Diversity, and Inclusion. You may know Deborah from Patient Undone on BBC Radio 4.

You will also have the opportunity to attend some interesting parallel sessions on everything from Pilates to a hands-on look at some of the treasures in our university archive.

Each directorate has been invited to create a poster for today's event, and we welcome you to visit the poster gallery in H 0.2 to see how your colleagues have decided to share their pride in their team and their work.

Lastly, after the past few years of Covid-19, I hope you make the most of today's event to network and socialise with colleagues face-to-face. The day will finish with refreshing cocktails and mocktails in the new collaborative space.

If you have any questions, there will be organisers on standby who will be ready to assist you.

I really hope you enjoy the day. Huge thanks to Sue David and the Professional & Technical Services Staff Working Group who have all worked so hard to arrange this event.

**Paul Ratcliffe**  
Chief Operating Officer



## Morning session

H 0.2				
09:30 – 10:00	Registration and Posters			
	Curve Lecture Theatre			
10:00 – 10:15	Welcome to Shared Connections			
	Jenny Higham Principal	Paul Ratcliffe Chief Operating Officer		
10:15 – 10:45	Keynote 1: St George's 2030 – Developing Our Next Strategy Curve Lecture Theatre			
	Caroline Davis and Nike Alesbury Director of External Relations, Communications and Marketing & Associate Director of Development & Alumni			
	H 0.2	J 1.11	J 1.12	J 1.13
11:00 – 11:30	Career Progression, Attainment and Contribution Round Table	Excel – Conditional Formatting and Pivot Tables Fiona Graham IT Training Manager	Pilates Katie Francesca Katie's Pilates	Pensions Cara Wright Payroll, Pension and Financial Transactions Manager
11:30 – 12:00	Career Progression, Attainment and Contribution Round Table	Menopause in the Workplace Rebecca Henry-Littek Learning and Development Manager	Pilates Katie Francesca Katie's Pilates	Social Media Alexandra Horsfield Digital and Social Media Manager
12:00 – 12:30	Career Progression, Attainment and Contribution Round Table	Menopause in the Workplace Rebecca Henry-Littek Learning and Development Manager	Pilates Katie Francesca Katie's Pilates	Men's Health Chandran Louis Lecturer, Physician Associate Education
H 0.1/0.2				
12:30 – 13:45	Lunch and Posters			

## Afternoon session

Time	Curve Lecture Theatre					
<b>13:45 – 14:30</b>	<b>Keynote 2: Q&amp;A Panel Discussion with Professional &amp; Technical Services Staff</b>					
	Chair: Rachel Wheelley Head of Communications and Institutional Events					
<b>14:30 – 14:50</b>	<b>Keynote 3: Strengthening Equality, Diversity and Inclusion at St George's – Where are we now?</b>					
	Dr Vanessa Ho Dean for Equality, Diversity and Inclusion					
	H 0.2	J 1.11	J 1.12	J 1.13	J1.6	J 1.7
<b>15:00 – 15:30</b>	<b>An Introduction to Radiotherapy Simulation Teaching</b> Lauren Fantham Senior Lecturer, Radiotherapy and Oncology	<b>Habit Formation and Behaviour Changes</b> Di Thomson (Honorary Research Fellow)	<b>Branding</b> Jon Appleyard Head of Design & Digital	<b>Men's Health</b> Chandran Louis Lecturer, Physician Associate Education	<b>Exploring Public and Civic Engagement</b> Dr Carol Shiels Reader in Public Engagement	<b>Aggresso Q&amp;A</b> Geetha Gnanendran & Alicja Lewandowska Treasury Accountant & Financial Accountant
<b>15:30 – 16:00</b>		<b>Habit Formation and Behaviour Changes</b> Di Thomson (Honorary Research Fellow)		<b>Pensions</b> Cara Wright Payroll, Pension and Financial Transactions Manager	<b>Exploring Public and Civic Engagement</b> Dr Carol Shiels Reader in Public Engagement	<b>Using OneDrive for Sharing Documents and Collaborating</b> Fiona Graham IT Training Manager
	<b>Curve Lecture Theatre</b>					
<b>16:15 – 17:00</b>	<b>Keynote 4: Professor Deborah Bowman</b>					
	<b>Collaborative Working Space</b>					
<b>17:00 – 18:00</b>	<b>Cocktails and Mocktails</b>					

## Keynote sessions

All keynote sessions will take place in the Curve Lecture Theatre

### Keynote 1: St George's 2030 – Developing Our Next Strategy

#### Caroline Davis and Nike Alesbury

Caroline Davis (Director of External Relations, Communications and Marketing) and Nike Alesbury (Associate Director of Development & Alumni) will be covering what we mean by strategy and themes arising from the discussions held so far about the next university strategy. They will be asking for your input, giving you the opportunity to shape how the strategy is shared and used.

### Keynote 2: Q&A Panel Discussion with Professional & Technical Services Staff

#### Professional and Technical Services Panel

Panel discussion with: Paul Ratcliffe (Chief Operating Officer), Jenny Laws (Academic Registrar), Anna Dulic-Sills (Director of Research Operations), Lenesha Riley (Events Officer, External Relations and Communications), and Rebecca Henry-Litteck (Learning and Organisational Development Manager, Human Resources). Panelists will be ready and willing to answer your questions about how their careers have developed and how they would advise you to make the most of your time at SGUL. Please do submit your questions in advance.

### Keynote 3: Strengthening Equality, Diversity and Inclusion at St George's – Where are we now?

#### Dr Vanessa Ho

This taster session will provide a brief outline of the diversity demographics at St George's and explore some of the ongoing equality, diversity and inclusion work. It will be an informal opportunity to hear about this work.

### Keynote 4: Why exploration matters

#### Professor Deborah Bowman MBE FRSA

Deborah Bowman is Emerita Professor of Bioethics and Clinical Ethics at St George's, University of London. She was Deputy Principal (Institutional Affairs) until 2020 when she left to develop a portfolio career. She currently holds non-executive roles on the Boards of the Human Tissue Authority, the Independent Office for Police Conduct, GO&C and South West London and St George's Mental Health Trust. She is a Trustee of Princess Alice Hospice and the Chair of the arts and mental health charity, Hospital Rooms. Beyond the Board room, Deborah is a consultant, most recently working with organisations including the Professional Standards Authority, NHS Resolution, Our Future Health, the Royal Veterinary College, Sheffield Hallam and Manchester Universities and Genomics England. Deborah continues to write and broadcast, most recently for BBC Radio 4's Anatomy of Kindness series. She practises as a psychodynamic coach and is training as a psychotherapist. She remains the slowest runner in South West London.

## Parallel sessions

Please refer to the schedule of events for full details Disclaimer: details are subject to confirmation.

### Aggresso Q&A

#### Geetha Gnanendran (Treasury Accountant) & Alicja Lewandowska (Financial Accountant)

A drop-in session for queries about raising and reciting Purchase Orders at St George's.

### An Introduction to Radiotherapy Simulation Teaching

#### Lauren Fantham (Senior Lecturer, Radiotherapy and Oncology)

The Virtual Environment for Radiotherapy (VERT) is a 3D simulator where students can learn about anatomy as well as the science and application of high energy x-rays to cure cancer. Come and see inside a patient and learn how we kill cancer cells while sparing healthy tissues. Be prepared to relearn everything you know about left and right.

### Branding

#### Jon Appleyard (Head of Design & Digital)

Join Jon for a discussion about how the brand refresh aims to tell the story of the people that make up St George's (you!), ask any questions you may have and find out and how you can work with the new visual designs.

### Career Progression, Attainment and Contribution Round Table

#### Drop-in

Drop in to H0.2 and join our open discussions about how to develop the skills and experience to progress in your career path. We will also discuss how we can reach our goals and evidence our contributions. This is an interactive session exploring the questions, myths and advice relating to career progression and knowledge sharing. We want to hear from you and create a sharing of experience and knowledge that can benefit us all.

### Pilates

#### Katie Francesca (Katie's Pilates)

Katie from Katie's Pilates will be running sessions in the morning. Katie says: 'Pilates is a discipline. You really do see and feel the benefits if you stick to it. Katie's Pilates welcomes all levels, the classes are fun, dynamic workouts which strengthen the core in a safe sensible way. Everybody and everyone can do Pilates.' Katie has kindly asked that delegates bring either a mat or towel, and that they wear comfortable clothing.

### Excel – Conditional Formatting and Pivot Table

#### Fiona Graham (IT Training Manager)

Pivot tables are one of Excel's most powerful features and provides an effortless way of analysing data in lists and databases It is used to summarise, sort, group, count, total, average and chart, data stored in a table. We aim to give you with the simplest demonstration and the easiest explanation of what is a Pivot Table

### Exploring Public and Civic Engagement

#### Dr Carol Shiels (Reader in Public Engagement)

Meet the public and civic engagement team and explore how you can get involved to help shape and contribute to our future work.

### Habit Formation and Behaviour Changes

#### Dr Diane Thomson (Honorary Research Fellow)

Di Thomson's key areas of expertise include Health Psychology, Psychology for exercise, communication and cognitive behavioural therapy. She has taught extensively at King's College and St George's for the past twenty years and she is now an Honorary Research Fellow at Kingston University. Her focus is mainly on Psychology and she has published widely on this topic using a range of qualitative methodologies, notably in the areas of exercise, service user involvement and the link between academia and clinical practice. She is also a qualified psychodynamic psychotherapist and has worked as such for the NHS for the past twenty years.

### Menopause in the Workplace

#### Rebecca Henry-Litteck (Learning and Development Manager)

Those who experience menopause are the fastest-growing workforce demographic. We will look at myths and facts and ask the questions – Why is talking about menopause in the workplace an important discussion to have at St George's? And do we have a culture here at St George's where menopause can be talked about openly? Rebecca will also signpost sources of further support and guidance on menopause in the workplace.

This session is open to all and welcomes non-female delegates as it is important that we all get an understanding of the issues our colleagues face – even if they do not impact us directly.

### Men's Health

#### Chandran Louis (Lecturer, Physician Associate Education)

Chandran is a Physician Associate who has worked in Urology at St Georges Hospital London for the past seven years. He is also a senior lecturer on the physician associate programme where he is BPH for the past five years. Chandran will be discussing the stigmatisation regarding male health conditions and will be covering conditions such as BPH, prostate cancer and erectile dysfunction.

This session is open to all and welcomes non-male delegates as it is important that we all get an understanding of the issues our colleagues face – even if they do not impact us directly.

### Pensions

#### Cara Wright (Payroll, Pension and Financial Transactions Manager)

Learn more about your pension and why it is important. In this session, Cara Wright will walk you through a brief overview of pensions, how they are calculated, and what your benefits are. There will also be the chance to put your burning questions to the expert!

### Social Media

#### Alexandra Horsfield (Digital and Social Media Manager)

Alex Horsfield, the Digital and Social Media Manager from the Digital Team shares how St George's uses a variety of social media platforms to engage with different audience groups, from reaching potential students to other research institutions. You'll learn about the team and how we work, see examples of posts that have performed well, and hear about our future plans.

### Using Teams for Sharing Documents and Collaborating

#### Fiona Graham (IT Training Manager)

With the introduction of cloud services Office 365 has fundamentally changed the way we work, interact and communicate. Teams is part of the Office 365 apps and is used to facilitate learning and communication. It provides both students and educators a single place to work with integrated apps. We aim to show you how to use Teams to support your online meetings and Teaching.