



## University of Huddersfield

### Support Staff – Why come to the Conference in 2007?

Here's what people said last year...

- ✿ “A wonderful, fulfilling and informative day”
- ✿ “Very useful time away from the office”
- ✿ “A chance to step back and see the university from a different perspective”
- ✿ “A great day for networking”

## Support Staff Conference 2007

### ‘MAKING A DIFFERENCE - MAKING IT HAPPEN’

**on Friday 22nd June 2007, Canalside West Building**

Following on from the massive success of last year's Support Staff Conference our 2007 event promises to be equally stimulating. It will provide a place where support staff from across the university can come together to share ideas, learn new skills and meet people.

Our Keynote speaker will be **Garcia Hanson**, CEO of Logsys (AG) Switzerland. In the afternoon we have a presentation from our new **Vice-Chancellor, Bob Cryan**. We also have a wide variety of workshops taking place during the day e.g. **Event Management, NLP Techniques, Thinking outside the box, Self Defence** and **Well-Being at Work**.

The exhibition will run across the day and include stands from a wide variety of internal and external groups, including **Busy Bees, Green Transport, Business Mine** and the **West Yorkshire Pension Fund**.

**Don't Miss Out - Book Your Place As Soon As Possible...**





## Programme

<b>08:35</b>	<b>Coffee and Registration</b>
<b>09:05</b>	<b>Welcome and Guest Speaker - Garcia Hanson</b>
<b>10:10</b>	<b>Workshop Session A</b>
<b>11:45</b>	<b>Lunch / Exhibition / Workshop Session B</b>
<b>13:30</b>	<b>Vice Chancellor – Bob Cryan 'University of Huddersfield: Initial Impressions'</b>
<b>14:05</b>	<b>Workshop Session C</b>
<b>15:40</b>	<b>Plenary - Q&amp;A Panel</b>
<b>16:15</b>	<b>Finish</b>

### Completing The Booking Form:

There are 3 workshop sessions A, B and C. Using the brief description on the following pages select your first, second and third choices for each session. We will endeavour to ensure that you get your first choice, but where workshops are over subscribed we may have to use your alternate choices.

### Keynote Speaker: Garcia Hanson CEO of Logsys (AG) Switzerland

Garcia heads up a software company that integrates IT systems and delivers security solutions to organisations; boasting Government Agencies and FTSE 100 companies as his clients. He has many business interests mainly in the Communications and Transport Sectors. His passions are Planes, Trains, Yachts and Automobiles. He owns one of each!

Garcia has had a life of contrast! At one extreme, sleeping rough and working as a bouncer at a night club, at the other, CEO of a NASDAQ quoted company with homes and offices in Geneva, South of France London and West Yorkshire.





## Session Options

### Morning Sessions

- |           |   |
|-----------|---|
| <b>A1</b> | <p><b>Fancy some action? Volunteering and community action at Huddersfield</b></p> <p>A fun session to raise awareness of volunteering and community projects available to staff and students, to demonstrate the benefits, support offered and how to get involved.</p>  |
| <b>A2</b> | <p><b>21st Century Career Planning</b></p> <p>Guidance on planning for your career development, helping you to make the most out of present opportunities as well as prompts for thinking about your future options.</p>  |
| <b>A3</b> | <p><b>Blogs/Wikis &amp; Web 2.0 Web Applications</b></p> <p>Are you getting the most out of the technology at our fingertips or do you feel a little overawed by the possibilities. This session will give you an overview of the different tools at your disposal and allow you to identify those most suitable for your purposes.</p>   |
| <b>A4</b> | <p><b>Coaching and Mentoring - Go get one!</b></p> <p>An opportunity to learn a little bit about coaching or mentoring. What is involved in entering into a coaching/mentoring relationship, the potential benefits and how Staff Development can assist you in making it happen!</p>   |
| <b>A5</b> | <p><b>Event Management</b></p> <p>Are you involved in planning open days, conferences or other events in your school or service? This workshop will provide some practical guidance on planning and delivering great events.</p>  |
| <b>A6</b> | <p><b>Lego Serious Play</b></p> <p>The session will give you the opportunity to play in a serious way, using the Lego Serious Play ideas, giving you an understanding of their potential use in practice as a learning activity with teams.</p>   |
| <b>A7</b> | <p><b>Managing your Relationships</b></p> <p>This workshop led by Shirley Clark, will examine how we can get the most out of our working relationships. The session will focus on techniques that allow us to modify our behaviour and communication skills to influence others effectively.</p>  |
| <b>A8</b> | <p><b>Mind Matters – NLP Techniques</b></p> <p>NLP is a bit like an 'owner's manual' for your brain! At school we learned wonderful things like history and algebra but we did not learn much about how to get the best out of our brain. This introduction to NLP will give you an insight into techniques that will allow you to communicate more effectively and think more clearly.</p> |





**A9**

**MTA**

If you're planning a team building event or away day or you just want to 'have a go' this session is for you. The session will allow you take part a number of different activities using the MTA kits, giving you the opportunity to evaluate how useful it could be for your team or to check out your own team working skills.

**A10**

**SSC Liaison**

If you ever wondered about the role of the University's Schools and Colleges Liaison Service and how they can assist Schools of Study with student recruitment this is the workshop for you.

**A11**

**Thinking Outside the Box**

A lively session that provides an insight into creative thinking and offers delegates the opportunity to develop their problem solving skills by applying a variety of techniques and approaches.

## Lunchtime Sessions

**B1**

**University Fun Quiz**

If you have great general knowledge and two friends this is a chance to win 'valuable' prizes in this team quiz based on "Who Wants to be a Millionaire"

**B2**

**Wellbeing at Work**

A fun session aiming to increase your motivation and enthusiasm to participate in health-related physical activity.

**B3**

**Nutrition**

There are so much conflicting information out there about what we should be eating and what we should avoid. Come and learn more about having a healthy diet and how you can make some simple changes to your diet to improve you health.

## Afternoon Sessions

**C1**

**Aromatherapy and Relaxation**

An overview of aromatherapy and its uses: with a specific focus on how to ease stress and promote relaxation.

**C2**

**Core Stability - 45 minute session**

Heard of Pilates? Wondered what made it special? This session will increase your understanding of the importance of core stability, encouraging you to focus on posture and help implement posture changes for every day life.





- C3 Digital Photography**  
A basic guide to creating digital images for print & web, including guidelines on composition, choosing a focal point and image resolution. Also covering Image manipulation in Photoshop from basic photo retouching, sharpening, altering colours, to a little foray into the more creative features available.
- C4 Interactive Whiteboards**  
This session will give you an overview of some of the most common features of interactive whiteboards.
- C5 Managing your Relationships**  
This workshop led by Shirley Clark, will examine how we can get the most out of our working relationships. The session will focus on techniques that allow us to modify our behaviour and communication skills to influence others effectively.
- C6 Music Studio**  
Find out how music is recorded in this lively and interactive session.
- C7 Personal Safety**  
To raise participants awareness of and review their practice in attending to their Personal Safety both in and outside the working environment.
- C8 Self Defence**  
Attendees will be given a self defence taster session - basics and techniques.
- C9 T-shirt Printing**  
Do you want to have a go at making something unique and practical? This workshop will show you how to print your own t-shirt.
- C10 Visual Communications**  
Learn how to employ basic design skills to improve your visual communications. A hands-on workshop during which you can discover how to be more creative in designing posters, notices, leaflets and displays to enhance even the most mundane of publications!
- C11 Writing for Enjoyment**  
Have you always wanted to write, wondered if you could and wanted some ideas on supporting your creative endeavours? This workshop could be the very thing...
- C12 Yoga**  
Experience yoga in this practical session, participants will be shown some basic positions and learn how to start to develop both strength and flexibility.

**To book your place please return the completed booking form to the  
Staff Development Unit (CS7/02)**

