Learn, make connections and further your development across this unique cross-disciplinary offer for the University of Liverpool’s postgraduate researcher (PGR) community.
Welcome

Congratulations on becoming part of the University of Liverpool's world-leading research community where you will be at the forefront of creating global and local solutions aiming to improve health, create wealth and ensure social justice. During your postgraduate research programme, we aim to provide you with development opportunities to support you to both thrive during your programme and develop as a successful researcher. I encourage you all to browse the fantastic selection of development opportunities and take the opportunity to enhance your personal and professional development.

Professor Georgina Endfield, Professor of Environmental History and Associate Pro Vice Chancellor for the Research Environment and Postgraduate Research

The Leadership, Organisational, Professional and Academic Development Academy (“The Academy”) is the University’s centre of excellence in the development of practice. We are one of the UK’s leading researcher development units and are unequivocally committed to nurturing your professional practice as well-rounded, enquiring global researchers who engage with the world’s most pressing challenges. Your experience is at the heart of all that we do, and is integral to the design, delivery and impact of our postgraduate researcher development portfolio. We do so in a flexible way, which accommodates all disciplines and ambitions, from whichever point you’re undertaking your research journey.

Do set aside regular time and space in your schedule for personal and professional activities that enable you to make the most of your time with us. We hope it is rich, rewarding and fun!

Dr James Howard, Director of The Academy
### Glossary

| **RDF** | A national sector wide Researcher Development Framework, developed by Vitae that describes the knowledge, behaviour and attributes of successful researchers. |
| **PGRs** | Postgraduate researchers who are undertaking a qualification in the form of a research-based higher degree, such as a PhD. |
| **RD Roadmap** | A University of Liverpool designed flexible Researcher Development Roadmap which provides diverse opportunities for individuals to create a bespoke, on-demand development experience for themselves. |
| **LinkedinLearning** | Linkedin Learning is an online learning platform offering a wide range of professional skills courses and tutorials. |
| **PGRDevNet** | The PGR Development Network is a community-owned and led initiative, supported by the Academy. It is a network for communication, collaboration and development for the PGR community. |
| **PGR Portfolio of Activity** | Located in the PGR Toolbox in Liverpool Life the portfolio is a flexible way to record and monitor your development. |
| **The Academy** | The University of Liverpool department that promotes and enables excellence through the strategic development of the University’s people and practices. |

**Researcher Hub**
The Researcher Hub brings together information from a variety of University and external sources to help researchers in their role and career.
About the Academy’s Researcher Development Unit

Researcher Development Commitment and Mission Statement
We are committed to the continuous development of postgraduate researchers, research and research-related staff at the University across all career stages. We enable innovative and impactful enhancement of practice through access to high quality and flexible development opportunities that foster excellence and maximise potential. We nurture a positive and inclusive research culture and environment where researchers take responsibility for the development of their personal and professional practice. We actively embed a concern for equity, diversity, inclusion and wellbeing across the development activities we lead. We celebrate and advocate for researchers’ recognition and achievements, whilst empowering them to cultivate the broader capabilities, values, attributes and mindsets needed to Thrive, Advance, Grow and Reflect.

Researcher Development Inclusivity Statement
The Academy is committed to providing an environment which recognises and values people’s differences, capitalises on the strengths that those differences bring to the institution and supports all research staff and postgraduate researchers in maximising their potential to succeed. In line with the Academy’s firm commitment to equity, diversity and inclusion, we offer all postgraduate researchers, research and research-related staff opportunities to develop and network irrespective of a researcher’s gender, ethnicity, age, self-identification, disability, religious affiliation, or any other criteria used to separate and define. All events organised or facilitated by The Academy follow a Code of Conduct.

The Researcher Hub
The Academy is committed to supporting the University’s ambition to create a “borderless research community”, in which every PGR can access high-quality development that supports the production of internationally recognised research at the cutting edge of your respective fields. The Researcher Hub brings together information from a variety of sources for PGRs, researchers, research-related staff, research supervisors and Principal Investigators.

Our PGR Development page on the Researcher Hub aims to make it easier for all researchers at Liverpool to find the information they need quickly.
PGR Development in 2022-23

Undertaking postgraduate research is an exciting time, and whilst you’re focused on your research topic and the findings you hope to make, it’s important not to lose sight of the bigger picture and the wide range of development and networking opportunities available to you. Undertaking postgraduate research might pose some anxious moments and you may at times feel like you are stepping into the unknown. One of those areas in which you might feel unsure is around your skills and preparation to undertake the research, as well as how your skills and research knowledge will prepare you for your future. I want to reassure you that the Academy has plenty of support in place to empower you to seize the endless opportunities ahead of you. My team and I are very much looking forward to working with you throughout your degree.

Dr Saneeya Qureshi,
Head of Researcher Development and Culture, The Academy

Within this brochure, you can find various resources to help you in planning, promoting and supporting your research and career development throughout your time here at the University of Liverpool. The quality, breadth and relevance of our postgraduate researcher (PGR) development offering is structured with the aims of empowering you to foster your potential as a highly-valued individual, able to articulate the knowledge, behaviours and attributes of a successful researcher.

We will work closely with faculties, schools and institutes, as well as the University’s external partners, to offer development opportunities and networking activities. In discussion and consultation with you we will be expanding our PGR development initiatives and will launch a new PGR development programme in September 2023. So do keep checking the PGR Development page and if you would like to discuss anything in this brochure please do not hesitate to contact us at Researcher@liverpool.ac.uk.
Taking time out to develop a new skill can be refreshing and motivating, as well as helping you connect with other PGRs or members of the University’s wider researcher community whom you may not have met before.

We hope you’ll take the time to engage with some of the opportunities presented in this brochure and we would encourage you to also attend research events in your department or faculty.

We suggest that you engage with in a minimum of 10 days or 70 hours (pro rata) of professional development activities each year.

Remember to make space and time to think about your professional development and career. Your research degree by its very nature will become very focused and intense. Do take advantage of the options and opportunities in place to help you broaden your outlook.

At Liverpool, we recognise your unique needs and specific concerns as PGRs. The maelstrom of changes arising from the COVID-19 pandemic provided an opportunity for us to realise the benefits of offering activities face-to-face, online and innovative hybrid-forms of practice. We combine the flexibility of bespoke, self-directed development, and available online resources with highly engaging real-world experiences to empower you as a researcher and professional. The development opportunities presented in this brochure offer flexible and diverse opportunities for you to create a bespoke development experience for yourself keeping in mind the following:

- Caring responsibilities and gendered perspectives
- Accessibility needs
- Being able to dip in and out of activities at different times
Record and track your training and development:

Recording your engagement with any development activities in the PGR Portfolio of Activity enables you to create and keep track of your own bespoke training and development journey. The PGR Portfolio of Activity is located in the PGR Toolbox in Liverpool Life. The Portfolio of Activity is designed to provide a flexible means to record and evaluate the wide range of activities and experiences you will gain during your research degree, and it is beneficial in helping you prepare your CV and provide evidence of your professional development progress. A summary of activities that you record in the Portfolio each year will appear in your Annual Progress Report (APR).

Development Needs Analysis and the Researcher Development Framework

When you first meet with your supervisor, you’ll be prompted to complete a Development Needs Analysis. You and your supervisor(s) will then agree on a programme of professional development for the coming year. Your plan and your progress with completing your development and training will be reviewed on an annual basis as part of your Independent Progress Assessment Panel (IPAP). It is your responsibility to make arrangements for the agreed development at dates that suit the needs of your research project. You will also need to complete a record of this attendance, for example, using the PGR Portfolio of Activity.

The PGR Portfolio of Activity is aligned to Vitae’s Researcher Development Framework (RDF). The RDF is a nationally recognised tool for researcher professional development, which we hope will become familiar through your time at Liverpool and prove useful in helping you decide where to focus your development efforts.

The Framework is split into four sections:

A. Domain A is all about Knowledge and Intellectual Abilities
B. Domain B relates to various aspects of Personal Effectiveness
C. Domain C covers Research Governance and Organisation
D. Domain D focuses on Engagement, Influence and Impact.

You can use LinkedIn Learning to access a catalogue of courses and videos on the online researcher skills development resources page which have been mapped on to the Vitae Researcher Development Framework (RDF).

You’ll likely have all sorts of background experience, from your studies and professional life, that already give you competence and confidence in some of these areas; others will need more development.

Keep a record of your development – what have you done, what did you learn? Can you implement and develop your learning?
The Academy Researcher Development Roadmap

The Researcher Development (RD) Roadmap provides diverse opportunities for you to create bespoke development pathways in support of your professional practice during your postgraduate research journey.

The RD Roadmap themes and sub-themes are designed to support you at all stages of your research degree – depending on what is relevant for you and your research project, but specifically to enable and empower you to develop your research identity and independence. We encourage you to explore the resources by regularly visiting the Roadmap as part of your continuing development.

To foster your growth as an independent researcher, it’s important that you actively invest time and effort into the personal and professional development plan that you have developed in conjunction with your supervisors. When you are starting out, the early weeks can be a whirlwind of inductions, meetings, form filling and new tasks. It is very important to consider the tasks you need to complete for your research project and the skills you need to accomplish them at every stage of your postgraduate research programme.

It’s never too early to start thinking about what you can do now to help achieve your longer-term career goals.
Thrive
Career Confidence and Progression
Developing skills to build confidence in your career can encourage you to move beyond your comfort zone, increase your personal and professional growth and positively impact your career progression.

Grow
Research Impact
Ensuring that research has an impact on society is a fundamental part of the research lifecycle. There is an expectation from funders, industry and the general public for researchers to demonstrate the value of their research and for the work they do to be visible.

Advance
Engagement and Influence
Successful engagement can motivate individuals, create big ideas and lead to effective collaborations. By having a strong and positive influence you can increase the reach of your research.

Reflect
Personal Effectiveness
Personal effectiveness can mean different things for different people based on career, personal life, and goals. However, for most it involves finding ways to increase productivity, improve levels of happiness and job satisfaction, build stronger work relationships and reduce levels of stress/frustration.
Outlined below we recommend some starting points for different stages of your research degree and have included a curated list of PGR development activities and opportunities from across the University.

Once you have a chance to build up an idea of the areas that you would like to develop further, we would encourage you to explore the various resources indicated.

We encourage you to engage in a wide range of development opportunities to support your wider professional and career development. These include attending and presenting at relevant academic and professional conferences; communicating your work in a variety of formats including, but not limited to, academic publications; networking with your peers within the University and outside; undertaking research visits and exchanges to experience other research environments and networks.

It is important to keep your career interests in mind as you plan your personal and professional development.

One way of looking at the PGR journey is in terms of different stages. You may have specific needs at a particular stage of your development. Remember, there is no single PGR experience and everyone will have different development needs at different times. We have presented the resources below as a guide as to what may be useful and appropriate at the different stages of your postgraduate research programme.

**Early**
- those in the initial stages of a research degree, i.e. the first 1-2 years for full-time and part-time PGRs

**Mid**
- those in the middle stages of a research degree, i.e. 2-3 years for full-time and 3-4 years for part-time PGRs

**Late**
- those who have finished data collection and are entering the writing-up stage of a research degree

Designing your Development
PGR development activities, opportunities and resources for 2022–23

The Academy supports all PGRs to achieve your potential both through the successful completion of your research project but also in the development of a wide range of high level professional and transferable skills. The PGR Development opportunities indicated in this document are highly flexible and you are encouraged to dip in and out of the various activities depending on your needs. Your Faculty will offer specific training tailored to your discipline. The following sections in this brochure are designed as starting points to enable your personal and professional development throughout your time at Liverpool. All activities are free unless otherwise indicated. This is not an exhaustive list and neither is it restricted to the stage of your research study. Our aspiration is that you use this document to build a tailored experience based on your own PGR research and study needs, ambitions and interests.
Early PGR stage
those in the initial stages of a research degree, i.e. the first 1-2 years for full-time and part-time PGRs

**Thrive**
Career confidence and progression

- **Making the most of your first few years:**
  - Career Planning: Guidance and an online course to help you prepare for the next step in your career
  - Support for the PGR Toolbox: Includes an introductory webinar

**Advance**
Engagement and Influence

- **Diversity & Equality:**
  The Diversity and Equality for Students module space in Canvas contains a series of online training and learning resources which aim to help develop your understanding on topics such as diversity, equality, and discrimination.
  Modules include:
  - Bullying and Harassment
  - Consent Matters
  - Introduction to Diversity and Equality

- **Communication:**
  - Communicating in Writing: Materials to develop your academic writing, for your thesis and research publications
  - Communicating through Presentations: Materials looking at the requirements for research presentations and academic posters

**Grow**
Research Impact

- **Research ethics and integrity:**
  The following resources are available, and should be supplemented by further inquiry and self-directed learning into research integrity:
  - Epigeum modules on research integrity and research ethics
  - Erasmus University Rotterdam dilemma game
  - UK Research Integrity Office case studies pack

- **Library Researcher KnowHow:**
  The Researcher KnowHow programme covers topics including 'Copyright and your thesis', 'Doing a systematic review', 'Literature searching' and 'Research Data Management'. Live workshops of the KnowHow programme cover essential general skills, including statistics, Altmetric and Social Media for researchers, choosing the right journal, etc.

**Reflect**
Personal Effectiveness

- **Setting off on your PGR journey:**
  - Taking Ownership of Your PhD: Materials from introductory workshops for new PGRs
  - Research Productivity: Materials covering time and Project management
  - Resilience and Well-being: Ways that you can manage the challenges of life as a researcher
  - Creativity & Critical thinking: An introduction to the problem-solving, innovation and critical thinking skills needed as a researcher

**Academic CPD – Academy Developing Practice Series (ADPS) (intranet):**
A series of online events covering a wide range of topics on learning and teaching in Higher Education.

**Developing general academic English writing skills:**
The Know How Academic English Classes: Develop your English for General Academic Purposes, focusing on a range of different topics, e.g. Writing at University, Advanced Grammar, Punctuation, Critical Thinking, Reading for your Assignments, Targeted Listening, British Cultural Studies and Pronunciation.

---

**Key:**
- PGR development on-demand – when and where it suits you
- Live sessions – registration required
- Mix of live sessions (registration required) and on demand resources
Mid PGR stage
those in the middle stages of a research degree, i.e. 2-3 years for full-time and 3-4 years for part-time PGRs

**Thrive**
Career confidence and progression

- **Explore Career Options:** Check the Vitae resources for inspiration, advice and guidance on careers (use your University email address to create an account) [Vitae Website](#).
- **Researcher Case Studies:** Read about different career development pathways of researchers at Liverpool: [www.liverpool.ac.uk/researcher/case-studies](http://www.liverpool.ac.uk/researcher/case-studies).

**Advance**
Engagement and Influence

- **Academy Academic Development: Introduction to Supporting Student Learning (Stage 1 FLTHE):**
  - [www.liverpool.ac.uk/eddev/supporting-teaching/supporting-student-learning](http://www.liverpool.ac.uk/eddev/supporting-teaching/supporting-student-learning)
  - For PGRs with existing teaching opportunities, this content also forms the first part (Stage 1) of the FLTHE programme which is a route to Associate Fellow of the HEA (FHEA).

**Grow**
Research Impact

- **Making an Impact Series:** A rich and high quality bank of resources including keynotes and advice from Liverpool PGR Alumni; workshops on presentation skills and positive leadership. Within each theme, resources are further categorised by whether they are talks, careers sessions, skills sessions, knowledge sessions, or research-specific attributes that can be developed. The resource bank includes podcasts, video recordings, visual summaries, toolkits, downloadable checklists, top tip summaries and more. This resource bank supplements an annual live programme, information at: [www.liverpool.ac.uk/researcher/making-impact](http://www.liverpool.ac.uk/researcher/making-impact).

**Reflect**
Personal Effectiveness

- **Project Management Qualifications:**
  - The Academy offers two accredited qualifications from the Association for Project Management (APM) which spans the 27 knowledge areas in a project management lifecycle. Supervisor/Research Manager approval is required. The qualifications are:
    - The APM Project Fundamentals Qualification (APM PFQ) online course takes approx. 12-15 hours to complete.
      - Cost: Online access with online exam is £299* +VAT
    - The APM Project Management Qualification (APM PMQ) online course takes approx. 35-45 hours to complete.
      - Cost: Online access with online exam is £599* +VAT
  - * Costs are subject to change
  - For queries about these qualifications, contact [theacademy@liverpool.ac.uk](mailto:theacademy@liverpool.ac.uk).

---

**Key:**
- 
- PGR development on-demand – when and where it suits you
- Live sessions – registration required
- Mix of live sessions (registration required) and on demand resources

---
Late PGR stage
those who have finished data collection and are entering the writing-up stage of a research degree

- **Thrive**: Career confidence and progression
  - Developing Practice Podcast Series:
    Listen to individuals share their own stories in The Academy’s Developing Practice podcast series and gain an insight into their journey through the sharing of experiences, achievements and expertise: [www.liverpool.ac.uk/the-academy/podcast](http://www.liverpool.ac.uk/the-academy/podcast)

- **Advance**: Engagement and Influence
  - 1:1 Academic Writing Consultations:
    A number of bookable 1:1 Academic Writing Consultations in which you submit a piece of writing and discuss how to improve its communicative impact with a language tutor.

- **Grow**: Research Impact
  - Academy Shut Up and Write Sessions:
    Meet regularly to focus on writing - any writing. This is a way to carve out time in your busy schedule to focus on your writing projects – whether your thesis or individual academic publications. Access the SUAW group on Teams for updates and reminders about upcoming writing sessions. You can join the sessions as often (or rarely) as you want.

- **Reflect**: Personal Effectiveness
  - Mindset Self-Coaching:
    When you take a module you will receive a personalised profile along with targeted micro-coaching exercises tailored to your responses and results. This digital self-coaching platform enables access to coaching style questions and methods without a physical coach. Topics include: Wellbeing, People Pleasing, Mindfulness, Perfectionist, Imposter Syndrome, Change Readiness, Confidence, etc.
    [www.liverpool.ac.uk/intranet/the-academy/developing/online/mindset](http://www.liverpool.ac.uk/intranet/the-academy/developing/online/mindset)

**Key:**
- → PGR development on-demand – when and where it suits you
- ○ Live sessions – registration required
- ↑ Mix of live sessions (registration required) and on demand resources

---

**New for 2023**

Interested in developing and practicing your public engagement and presentation skills? This year we are taking part in the Three Minute Thesis Competition (3MT®). A fantastic opportunity to develop your confidence in presenting your research. For more information about how to take part including details of workshops check the 3MT webpage below:

[www.liverpool.ac.uk/researcher/pgr-development/3mt](http://www.liverpool.ac.uk/researcher/pgr-development/3mt)
PGR Development Network

A network for communication, collaboration and development for the PGR community.

The University of Liverpool PGR Development Network (UoL PGRDevNet) is a postgraduate researcher community-owned and led initiative which is supported by The Academy.

Upon commencement of your postgraduate research programme you will automatically become a member of PGRDevNet.

Look out for your weekly bulletin from PGRDevNet and follow them on Twitter.

Twitter: @UoLPGRDevNet
Email: pgrdevnet@liverpool.ac.uk
Website: www.liverpool.ac.uk/researcher/pgrdevnet

Are you interested in working alongside your peers to provide the best development opportunities for PGRs?

Join the UoL PGRDevNet as a PGR representative! The network aims to have a diverse range of PGRs representatives from across the different faculties, schools, departments and institutes. Help and support the network to provide the best development opportunities to yourself and your peers. If you are interested in getting involved, then please email Dr Saneeya Qureshi (Saneeya.Qureshi@liverpool.ac.uk) who can provide more information.
Further resources and services

As a registered PGR at the University of Liverpool, you have access to all the facilities and student services in place to support you and enrich your studies. For example:

**Our University Library** provides access to resources, databases and special collections, and they can also provide advice in planning your research, from advice on referencing software or tools for data management. The Library provide a workshop series, drop-ins, 1-2-1’s with subject librarians and a range of guidance via their webpages. Access their webpages for lots of short videos as well as booking on longer webinars: [https://libguides.liverpool.ac.uk/researcherknowhow](https://libguides.liverpool.ac.uk/researcherknowhow)

**If English is not your first language**, you may wish to seek support from the English Language Centre. They offer pre-sessional academic English courses for offer holders and coaching for registered postgraduate researchers: [www.liverpool.ac.uk/english-language-centre/in-sessional-support](http://www.liverpool.ac.uk/english-language-centre/in-sessional-support)

**If you experience challenging times** during your studies at the University of Liverpool, remember that you have access to a wide range of wellbeing support services, from wellbeing workshops and Sport Liverpool to disability support, chaplaincy and counselling: [www.liverpool.ac.uk/studentsupport](http://www.liverpool.ac.uk/studentsupport)

**Take a break** and catch up with fellow postgrads at one of the PG Society’s regular events: Postgrad Society @ Liverpool Guild of Students.

**If you're not sure where to start**, your supervisory team will be able to signpost you to the most appropriate support and the PGR Researcher Handbook also contains useful information on all aspects of your postgraduate research degree programme.

The University of Liverpool has a targeted programme of tried and tested development sessions that have proven popular with PGRs over the past 3 years, delivered as webinars to give you the flexibility to join in online from campus, from home, or even from another country: [www.liverpool.ac.uk/pgr-development/offering/catalogue](http://www.liverpool.ac.uk/pgr-development/offering/catalogue)
Frequently asked questions

If these FAQs do not answer your question, please email us at Researcher@liverpool.ac.uk

**1 How much time should I spend on training and development?**

- All PGRs at Liverpool are encouraged to undertake a minimum of 10 days (pro rata) of training and development activity per year.
- Not all development activity needs to be accessed through the Academy. For example, you may undertake career development activities during a research conference.
- As a PGR, remember it is your responsibility to discuss your training and development activities with your supervisor at least once a year.

**2 What happens if I can’t attend a live course?**

- All registrations for live courses are recorded via Eventbrite.
- If you are no longer able to attend please cancel via Eventbrite at least 48 hours before the session is due to take place so that we can allocate your place to someone else.
- If you are sick on the day of the course, please contact us as soon as possible via Researcher@liverpool.ac.uk

**3 Will development activities be on campus during the 2022–23 academic year?**

The Academy’s development activities are delivered either live, in-person on the main Liverpool campus, or virtually, either as live sessions or on-demand.

**4 Are the virtual sessions recorded?**

Some of our live sessions will be recorded and will be published to the Researcher Hub.

**5 How will I know about new courses and opportunities?**

The PGR development programme will be updated annually and a schedule for the year will be published on the Academy’s PGR Development pages. New opportunities will also be advertised via the PGR Development Network weekly e-bulletin.
Contact us

We warmly welcome PGRs to keep checking in with us in The Academy as your research project ambitions and professional aspirations take shape. Your engagement and feedback is critical in shaping your PGR development programme.

If you have any queries or would like to discuss your development needs further, please contact a member of the Academy’s PGR Researcher Development Team via email.

Twitter: @LivResearcher
Website: PGR Development
Email: Researcher@liverpool.ac.uk
Find us at Building Number 114 on the University map
Researcher Development and Culture Team
126 Mount Pleasant
Liverpool
L69 3GR

Dr Saneeya Qureshi
Head of Researcher Development and Culture
Saneeya.Qureshi@liverpool.ac.uk

Claire Faichnie,
Senior Researcher Developer (PGR)
claire.faichnie@liverpool.ac.uk

Rebecca Hoyle
Researcher Developer (PGR)
rchoyle@liverpool.ac.uk

Dr Antoinette McKane
Researcher Developer (PGR)
A.Mc-Kane@liverpool.ac.uk
Development opportunities and events for all postgraduate researchers at the University of Liverpool

@LivResearcher
www.liverpool.ac.uk/researcher/pgr-development
Researcher@liverpool.ac.uk