

How To Set-up a EURAXESS Career Development Centre

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Topics Covered



- Why Career Development Centres (CDCs) Are Needed
- Starting up your CDC
- Your Services, Audiences & Stakeholders
- Development of a strategy to set up your CDC
- Scaling up your services and competencies
- Recommendations for Awareness Activities
- Your Key Service - working with researchers
- Gender and Diversity at CDCs
- The ASSET Tool
- Group work and Questions



Why CDCs Are Needed



- Help researchers to plan their development
- Help them to find their appropriate career path
- Co-ordinate career development and networking activities
- This keeps more postdocs in research & related fields
- Maximise the potential of each researcher
- Ideally, we want to have a one stop location where researchers can access career development supports and information



Starting up your CDC



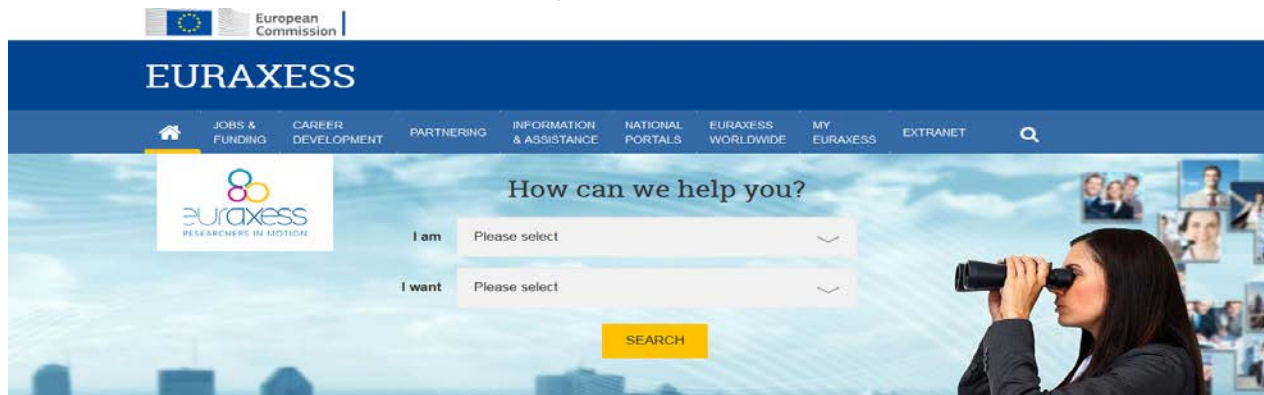
- Three different types (stages) of CDC
- Promote a steady, progressive development of your service offerings
- Your development plan can be incremental
- Add services step by step over time as resources increase
- Physical centre requires some funding
- Have good, ongoing, open communication with your BHO



Starting up your CDC



- Register as a CDC on the EURAXESS website (the ASSET tool has an instructional video on how to register)
- Information on training, employment opportunities, fellowships, industry, funding & EURAXESS extranet
- Training resources & information on interacting with industry
- Events calendar, library of resources



Given the unprecedented situation Europe has been experiencing due to the COVID-19 outbreak, the European Commission launched a dedicated website including information on the **latest developments and actions, general advice, useful contacts and links, statistics** and various other topics of interest for citizens and institutions.

EUROPEAN COMMISSION'S ACTION ON CORONAVIRUS

The European Union and its partners hosted an international pledging marathon during May 2020. The Commission registered €9.8 billion in pledges from donors worldwide during the Coronavirus Global Response pledging event. This included a pledge of €1.4 billion by the Commission, to ensure the collaborative development and universal deployment of diagnostics, treatments and vaccines against



Starting up your CDC



- **Career Development Platform, Level 1:**
E-platform, awareness activities, existing tools
- **Career Development Service, Level 2:**
Researcher case studies, testimonials, gap & training needs analyses.
- **Career Development Centre, Level 3:**
Career coaching & guidance
- Available online tools automatically lifts all EURAXESS CDCs to level 2



Services Audiences & Stakeholders



- Department Heads,
- Human Resources,
- Potential employers,
- Your wider institution and other CDCs
- EURAXESS network, local & national government, policy makers



Services Audiences & Stakeholders



- Stakeholders are important for engagement, support and collaboration
- Prepare and plan
- Determine your stakeholders and target audiences
- What services do you need/want to offer?
- Researcher career development, mobility, and relevant ongoing training
- Services you wish to offer against actual stakeholder support
- Determine the motivations and needs of your stakeholders and audiences



Services Audiences & Stakeholders



- Small steps with limited resources
- Your active involvement and feedback is important
- Workshops, training events and webinars
- E-platform with useful information
- Learning resources
- Self-assessment tools



Services, Audiences & Stakeholders



- Raise researcher awareness of the importance of skills development
- Encourage industry involvement/input in workshops
- Networking events
- Peer-to-peer exchange of good practices
- Support and advice from centres of excellence
- Access to network of employers



Services, Audiences & Stakeholders



- Policy recommendations
- Industry secondments
- Ideally, all other career development related experiences
- Support staff training (TTT) events & seminars



Development of a strategy to set up your CDC



- Practical needs for your planned activities
- Primary discussions with all stakeholders
- Utilise internal resources fully
- HR, Research departments, colleagues, tech transfer office, incubators etc.
- Fit your CDC into the overall institutional strategy
- Promote mutual benefits. Consider needs of partners



Scaling up your services and competencies



- TTT events, familiarity with all EURAXESS training guides and resources
- Deliver training to your researchers on ongoing and regular basis
- Provide advice and guidance to all researchers
- Dual career information and supports



Recommendations for Awareness Activities



- Build your online presence by providing timely information
- Put your information on all relevant EURAXESS websites
- Newsletter/social media



Your Key Service – Working with Researchers



- Have a one-to-one conversation with all incoming researchers
- Plant the thought of career development early
- Provide supports and opportunities
- Make them aware of our online assessments
- Help them to explore their career options
- Begin their development plan



Gender at CDCs



- Have adequate gender and diversity policies
- Work/life balance, family & childcare issues
- Dual career information for spouses and partners, research & academic staff, supervisors



Gender at CDCs



- Transparent performance evaluations
- Gender training



ASSET Tool



<https://euraxess.ec.europa.eu/extranet/tools/cd-training-materials/researcher-career-development-training>

 European Commission

European Commission > EURAXESS > Extranet > Tools > CD Training Materials > Researcher Career Development Training

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Researcher Career Development Toolkit

Training module for EURAXESS staff in Researcher Career Development with links to the relevant resources where applicable.

INTRODUCTION
This TUTORIAL was developed to train EURAXESS staff in the delivery of effective ROD services
Career Path Guide
Access self-service e-tool (ASSET)
1) Introduction to ASSET
2) Setting up a career development centre
(2b) Training Resources Bank

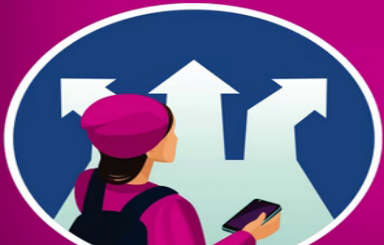
RESEARCHER'S CAREER PATH GUIDE

SECTION 1

TUTORIAL - PART C

TRAINING RESOURCES BANK

- Administration of the Training
- Preparation for the Training & Delivery
- Training Design
- Engagement & Energisers
- Training Aids



CDC Group Work



- ASSET Tool Evaluation
 - What do you find to be the most useful?
 - What can be added to ASSET?
 - How do we encourage higher usage?

- What do you need to set up your CDC?

- How can we attract support from outside the Network?
 - Financial
 - Office space
 - Institutional support / respect / recognition
 - Human Resources

How to articulate the value and potential value of researchers

Thank you for your time.

