

HELOA New Practitioners' Conference

The Met Hotel, Leeds

Thursday 30th May to Friday 31st May 2019

Thursday 30th May

- 11:30 **Arrival and Registration**
- 11:45 **Lunch**
- 12:30 **An introduction to HELOA and how the association can support you**
HELOA Training Team
 We will open the conference with a short overview of who HELOA is and the opportunities available to you as a member of the association. There will also be some icebreaker activities to get us all chatting!
- 13:00 **Overview of the current HE Sector and the Challenges we face**
Joe Bradbury-Walters, HELOA UK Chair
 The conference will kick off with an update on the challenges we work with as higher education professionals and some of the issues we need to take into account when planning for projects and work over the next academic cycles.
- 13:45 **Student Finance Overview & with Q&A**
Jon Legg, Student Loans Company
 Student finance is a hot topic and changes each year. This session will provide delegates with an overview of the financial support available to students when applying to university. There will also be an update on the changes that have recently come into practice and an opportunity to ask more detailed questions.
- 14:45 **Break**
- 15:05 **Introduction to Safeguarding and Child Protection**
Amanda Kenningley, Deputy Head of Schools and Colleges Liaison Service, University of Huddersfield
 When working with young students it is important to know the latest information regarding safeguarding. This session will cover the basics of safeguarding and child protection for higher education staff and highlight case studies of recent practices at institutions across the country
- 16:00 **Presentations & Event Management**
Rachel Lister and Amber Cuttill, University of Cambridge
 In our roles, we can be asked to deliver talks to a wide range of audiences from school groups to parents to stakeholders. This session will highlight the best ways to prepare any deliver information to all audiences you may work with and look at organising large scale events.
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| <p>17:15 Making the most of a temporary contract (30 mins)
 <i>Dan Flanagan, Student Recruitment Officer, Lancaster University</i></p> <p>Many staff who start within the sector do so on temporary contracts. This session will highlight how to make the most of these contracts and provide useful information to staff looking to progress from a temporary to a permanent contract should they so wish.</p> | <p>Changing Sectors (30 mins)
 <i>Krishna Maroo, Outreach Officer, University of West London</i></p> <p>There has been an increase of staff members starting in the sector, from various other careers. This session will cover getting to grips with the HE sector quickly, transferable skills and figuring out your niche.</p> | <p>Free Time</p> |
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- 18:45 **Networking drinks**
- 19:15 **Dinner**

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08:15 **Breakfast**

09:00 **What matters to you?**

Discussion session with a selection of topics to choose from; this session will allow delegates to discuss and share best practice on various areas including working with student ambassadors, organising large events, working with academics, lone working and much more! .

09:45 **Building Effective Relationships**

Eva Eggington & Shereen Hutton, Sheffield Hallam University

Within this session, you will discuss the range of relationships we must develop in our roles and look into the ways in which we can build better relationships with internal and external stakeholders.

10:45 **Break**

11:05 **Classroom and Behaviour Management**

Becky Canning & Suzanne Simpson, Academics at CU Scarborough

This session of the conference will cover how to manage tricky, distracting behaviour when working with school groups and will allow delegates to share top tips and best practice for different age groups.

11:50 **Social Media and Universities: Case studies**

Rebecca Montgomery, Digital Marketing Manager, Edge Hill University

This session will explore the impact social media can have on young people and the ways in which some sector teams have introduced social media. The workshop will also provide top tips on devising a digital communications strategy for outreach, recruitment and marketing.

12:35 **Closing Keynote – TBC**

Alex Blower, PhD student, University of Wolverhampton

13:30 **Lunch**

14.00 **Depart**