

## Training Day

**Thursday 16th May 2019**  
**University of West London**  
**St Mary's Road, Ealing, London, W5 5RF**

Time	Activity
9:15am	<b>Arrival and light breakfast</b> <i>Please head to UWL main reception</i>
9:45am	<b>London Group meeting</b>
10:15am	<b>Working with London Schools – Opportunities and Challenges</b> <b>Andrew Moffat</b> <i>Regional Lead – London, Greater London Authority</i>
10:45am	<b>How to deliver careers advice when you're not a careers advisor</b> <b>Andy Gardner</b> <i>Central Careers Hub</i>
11:45am	<b>Break</b>
12:00pm	<b>Information about University and Colleges Union</b> <b>Dr Jose Abdelnour Nocera</b> <i>University and Colleges Union – Branch Chair</i>
12:05pm	<b>Career Development and Progression Panel</b> <b>HE Professionals recommended by HELOA members</b> <i>Each panellist will have 3 minutes to talk about their career, through 6 photos (30 seconds per photo or image). Panellists to talk about their careers, any interesting opportunities or challenges they have overcome, and then touching on what you might like to do next. Followed by Q&amp;A in an 'agony aunt' style list of questions.</i>
12:50pm	<b>Networking lunch at Pillars</b> <i>The London Geller College of Hospitality and Tourism's award-winning training restaurant. UWL students cook and serve delicious food from around the world.</i>
1:50pm	<b>WP and Recruitment split sessions – 'How to' workshops</b>
2:50pm	<b>Comfort break</b>
3:00pm	<b>Practice Sharing and Celebrating Successes</b> <i>Lightening talks format – content from HELOA members with a prize for each person who speaks!</i>
3:40pm	<b>Final thoughts and evaluation</b>
4:00pm onwards	<b>Networking/Social optional</b>