

Example programme from previous physical HELOA New Practitioners' Conference

Day one

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

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

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.

14:30 Break

14:50 Events and Project Management

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.

15:45 UCAS Session

This session will cover some recent statistics from the last UCAS cycle and introduce delegates to the UCAS Hub and offer some insight into the new UCAS Sync system which goes live next year.

16:20 Building Effective Relationships

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.

17:15

Option a) Making the most of a temporary contract (30 mins)

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.

Option b) Changing Sectors (30 mins)

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.

Free Time

18:45 Networking reception

19:15 Dinner - Three course meal

Day two

08:15 Breakfast

09:00 Presentation skills and Classroom/Behaviour Management

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.

09:45 Introduction to Safeguarding and Child Protection

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

10:45 Break

11:05 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!

11:45 Effectively selling HE and your university

Working in higher education can be tough at times, especially when you attend events with

over 100 other universities in attendance doing the same role! This session will look at knowing your audience, USP's and how to approach your information, advice and guidance when out and about.

12:35 Welcome to the (Social) Justice League: Widening Access to University as a Tool to Address Educational Inequality.

This session will examine the role of widening access to HE in efforts to increase social mobility and address inequality of opportunity in education. Drawing on his doctoral research and experience from several years of working in outreach roles, Alex will illustrate some of the challenges facing the sector and ask what we, as practitioners, can do about them.

13:30 Lunch

14.00 Depart