ASSISTANT PROFESSOR
DEVELOPMENT PROGRAMME
YEAR 1 2017
Learning & Development Approach

Coaching & Mentoring (20%)
- Formal Mentor and Peer Support
- Head of School support

On the Job Experience (70%)
- Areas of assessment
- Research / Teaching / Engagement & Service

Formal Learning (10%)
- Master Class Series
- CAPSL Lunch Events / Professional Skills /
  Certificate Academic Practice

Performance Management
- Setting Objectives / Performance
  Review / Goals
MENTORING

‘Off-line help by one person to another in making significant transitions in knowledge, work or thinking’

Mentoring in Action - Megginson and Clutterbuck

Your Mentor is recommended to be:

- In your Faculty
- Not in your School (unless multi disciplinary)
- Not in your Discipline
- More Senior in the Organisation

Approach

- Help the Assistant Professor to do the right things—guidance on what is expected
- Transfer knowledge, skills, experience
- Support preparation for reviews
- Support Performance Improvement
- Participate in Networking events

Timing

- Regular Meetings set up by the A.P.
- At key intervals, and in between e.g.
  - Introductory Meeting:
  - To set objectives; and work through teaching & research plans;
  - to prepare for review
PERFORMANCE MANAGEMENT CYCLE

August 2018
Agree with Head of School

September—November 2017
Meet your Mentor; Head of School

July 2017—August 218
Meet your Mentor;
Meet mentor, draw up objectives

Prob/Perf Review

February—April 2018
Meet your Mentor; Head of School Do
self reflection, and probation form

Step 5
Agree year 2

Step 1
Objectives & planning

Step 2
Conversations

Step 3
Do up plans; Set objectives & agree

Step 4
Set Year 2 obis

Ongoing coaching, feedback and personal
AREAS FOR ASSESSMENT

Key Assessment Areas

Research will require excellence, originality, rigour and significance. Measurement will be faculty specific and a balance between qualitative and quantitative.

Engagement & Service will require Impact. Measurement will include: invited talks/conferences; external links; memberships; engagement with discipline bodies.

Teaching will require vision and flair. Measurement will be via feedback; portfolio, awards; innovation; publication of educational texts.
SAMPLE MASTER CLASSES

HARNESSING THE H-INDEX

Late September 2017—date to be confirmed
Speaker Niamh Brennan

RESEARCH & GRANT ACCOUNT MANAGEMENT

Face time with the key people in FSD who work with Principal Investigators, Project Sponsors / Project Managers to provide a professional post-award management service for both research and capital projects
Date: November 2017—tbc

INDUSTRY PARTNERING - BUILDING AND MAINTAINING RELATIONS WITH PARTNERS

Date: January 2017—TBC

STORYTELLING FOR IMPACT

You will gain insight into the tools / techniques in impactful storytelling / narrative and work with Science Gallery Dublin team members as well as expert mentors to craft narratives for your work and experiment with different formats for different audiences.

CONTACT

A.P. Co-Ordinator
Michael O’Riordan
Email:
Phone:
SAMPLE MASTER CLASSES

STUDENT PASTORAL CARE AND SUPPORTS
- E.g. careers/student learning supports
  - Date: March 2018—tbc

TIME MANAGEMENT
- Date: November 2017—tbc

VOICE COACHING
- And Voice Protection for Lecturing

NEW LEARNING TECHNOLOGIES
- To be confirmed
OTHER LEARNING OPPORTUNITIES

Seminar series for all staff.
https://www.tcd.ie/hr/our-services/yourhr/

YOURTRINITY DAY

Expo of all services for staff in the University
Date to be announced

GENERAL LEARNING CATALOGUE

Full learning and development programme. Online Resources—Vitae; Lynda.com
See https://www.tcd.ie/hr/our-services/

.Y.G. CAREERS/STUDENT LEARNING SUPPORTS

YOURHR MANAGER SERIES

https://www.tcd.ie/hr/our-services/yourhr/research-management-series.php
Staffdev@tcd.ie

.Y.G. CAREERS/STUDENT LEARNING SUPPORTS

PROFESSIONAL SKILLS FOR RESEARCH LEADERS

https://www.tcd.ie/hr/our-services/learning-and-development/
Jill Galvin; galvin-ji@tcd.ie; Ext 2018
OTHER LEARNING OPPORTUNITIES

C.A.P.S.L.—LUNCHTIME

CAPSL supports the professional development of academic staff and those supporting teaching and learning in Trinity throughout their career. We offer a wide variety of research-led programmes, workshops, consultancies and events in academic practice and eLearning. https://www.tcd.ie/CAPSL/professional-development/

CONTACT

capsl@tcd.ie
353 1 896 3601

SPECIAL PURPOSE PROFESSIONAL CERTIFICATE IN ACADEMIC PRACTICE

https://www.tcd.ie/CAPSL/
ASSISTANT DEVELOPMENT PROGRAMME

NEXT STEPS:

SETTING OBJECTIVES

Form: https://www.tcd.ie/hr/our-services/learning-and-development/
Return by date: 10th November 2017

GET A MENTOR

Important part of your development Programme. Talk to your Head of School.

YOUR RSS PROFILE

Register for RSS and get started filling in your RSS profile / downloading / connecting from ORCHID.
Access via the local home page (https://www.tcd.ie/local/)

PROBATION

You will be using the data from the RSS profile to output to a CV as part of your probation application.

CONTACT

Your Head of School, and your Mentor

https://www.tcd.ie/research/dean/rss/

hrprob@tcd.ie
Thank You

For further information contact your Co-Ordinator, Michael O’Riordan, Learning and Development Specialist