Welcome to the eleventh edition of the Medway Staff Briefing, we hope you find the items included of interest.

**Reflect, Plan, Develop – New RPD training sessions**

RPD training sessions are now available to book on to for 2015.

As a result of the feedback from the RPD review that has recently been undertaken by HR, training sessions are now available on a number of dates throughout the year, so that you can choose a date and location appropriate for you and your school/department.

Each session is open to any member of staff who feels that training could help them make the most effective use of RPD, and is especially recommended for:

- New members of staff
- Members of staff who have not yet received RPD training
- Members of staff who will be taking on the role of reviewer for the first time
- Members of staff who had training on the old University appraisal system before 2010

For more information on the content of these sessions, please go to the RPD section of the Learning and Development website and book on to a session using the dedicated booking form.

For more information on the RPD Framework, please visit the newly designed RPD website for RPD guidance documents and resources, including a refreshed RPD booklet which can be viewed online or downloaded to print.

**Athena Swan Awareness Event**

Good Practice Benefits All. This is the theme of the Athena SWAN Awareness Event at Medway, and this is why the Athena SWAN Working Group would like to invite all staff to attend on Thursday 7th May 2015. Working to the Athena SWAN principles, means working in a place where all staff are valued.

Kent received an Athena SWAN Bronze Award in April 2014, which recognised our commitment to the Athena SWAN initiative. The initiative aims to advance the representation of women in science. By perusing this agenda, we aim to create the best working environment for all staff, and this year’s event will cover themes relevant to staff across the Faculties.

We invite you to join us in the Rochester Boardroom at 09:30. The event will run until 13:45 and includes lunch.

We can confirm that Lenna Cumberbatch, Diversity Manager at the Royal Society, will give the keynote address. A panel discussion, led by the Dean of Sciences, Professor Mark Burchell, will give participants the chance to discuss the initiative and find out what we’re doing here at Kent.

There will also be workshop sessions on: Promotion; Career Planning for Early Career Researchers (and those wondering what their next step should be); and a special Research Services’ Grant Factory Workshop.

We welcome all staff - men and women; Medway and Canterbury based - to attend the event. To find out more, and register for the event, go to the Athena SWAN website. [www.kent.ac.uk/human-resources/athenaswan/awareness-days/medway2015.html](http://www.kent.ac.uk/human-resources/athenaswan/awareness-days/medway2015.html)
Are you looking for a postgraduate qualification to enhance your career prospects?

The postgraduate Professional Practice programme taught by the Centre for Professional Practice offers you the opportunity to attain academic recognition for the skills, knowledge and experience that you have developed in the workplace. This part-time programme understands the needs of working professionals who also aspire to undertake study by offering taught sessions over a series of extended weekends. Assignments are purposefully designed to be work-related to enhance skills for career progression.

Applicants can apply for the Postgraduate Certificate, Postgraduate Diploma or the MSc in Professional Practice. University of Kent staff who apply for the programme may also be able to take advantage of support with funding which may be available to you from Kent in the form of: Fee remission; Staff Development Funding and departmental funding.

For full details regarding funding opportunities please go to: http://www.kent.ac.uk/hr-learninganddevelopment/guide/forms/index.html.

For further information please contact the Centre for Professional Practice:
E: cppmedway@kent.ac.uk
T: 01634 888929

Equalities Network Event

The Equality, Diversity and Inclusivity (EDI) team would like to invite colleagues to join us for our first Equalities Networks Event, which will be held at the Medway Campus on Wednesday 20th May 2015. The event will provide an excellent opportunity to learn more about EDI at the University, liaise with key figures involved in running staff networks, find out about their work and key projects and discover how to become involved in supporting EDI development at Kent.

There will be representatives from the:
LGBT Staff Network, Women’s Network, Disability Staff Network, Chaplaincy service and the EDI Network

There will be an opportunity to hear from each group, in a brief round table format as well as lots of opportunities to ask questions and to exchange ideas

Event details: Wednesday 20th May, 14:00 – 16:00 in Rochester Board Room. Refreshments will be provided

All staff are welcome to attend, please do feel free to drop in and join us.
Medway Community Scholarships Update

Final year fine art student Nadia Perrotta and her team of dedicated fine art volunteers have been engaging with local day care centres and their residents in order to involve children and adults with special educational needs in sensory fine-art workshops using audio-video footage created by Nadia and memories of the river Medway as a stimulus for creative artwork. 20 children up to the age of 6 and their families designed and made their own glow in the dark artwork at Wayfield day centre using non-toxic natural materials including clay and alginate.

Nadia and her volunteers followed this success with a session at DGSM Your Choice, an adult day care centre in Medway. Attendees at the centre have a range of different physical and learning needs and though volunteers had never worked with people with these conditions they were able to create an inclusive and engaging learning environment and develop interpersonal and employability skills.

Feedback from staff, families and participants was 100% positive and Nadia has been invited to organise additional workshops in the primary school connected to the centre. Martha Collins Centre Manager at Wayfield Children centre said “It was an amazing workshop – we all had fun with the clay and physical making of the artwork. The children and parents got lots from the video and sounds too. Thank you for the opportunity to take part, it has given my team a real boost as well – sometimes having someone inspirational in just makes you reflect on your practice that bit more.”

The project was made possible through the Medway Community Scholarship. A student-services funded scheme in its second year, supporting Medway students to use their skills to run engagement projects with the campus and local community which have included; Creative family workshops, A Student Record Label, Rehabilitation for Stroke sufferers, Music Production training for local youth, afterschool sport sessions and more.

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Photo link: [https://www.flickr.com/photos/105040949@N03/sets/72157650456496797/](https://www.flickr.com/photos/105040949@N03/sets/72157650456496797/)

You are invited to attend the Learning and Teaching Network event below:

Medway staff will be pleased to know that the Learning and Teaching Network session on Case Studies in Support to Study will take place in Medway on Tuesday 12th May 2015 at 13:30 to 15:00 in room G2-21, Gillingham building. Graham Gorvett and Jane Glew will be discussing how the Support to Study Policy works in practice, and there will be case studies for discussion.

Applying the Support to Study policy can be complex, so staff are welcome to bring questions for discussion. A similar event was very well attended in Canterbury. Further details can be found at [http://www.kent.ac.uk/teaching/networks/ltn/#120515](http://www.kent.ac.uk/teaching/networks/ltn/#120515).

Booking is via cpdbookings@kent.ac.uk

Careers and Employability Service

Following the feedback we have received on Employability Week 2014, we are excited to announce that the Careers and Employability Service will be hosting an Employability Festival in 2015. The 4 week festival will take place 12th – 23rd October (Medway campus) and 26th October – 6th November (Canterbury campus). The two main events will be the Employability Fair at Medway (14th October) and the Careers Fair at Canterbury (3rd November). If you would like to be involved, please email medwaycareers@kent.ac.uk
The University, as co-sponsor, has congratulated all those nominated for this year’s Pride in Medway Awards. The annual awards recognise individuals for the inspirational work they do for others in the Medway community.

At a presentation evening for this year’s nominees on 20th February, more than 60 inspirational people received a certificate by the Mayor of Medway, Cllr Barry Kemp. Later this month, judges will decide who goes through to the awards’ gala final at the Pilkington Building, Medway campus, on 18th April.

The Pride in Medway awards has eight categories, including courage, young heroes and community service. As well as an overall winner, each of the awards’ sponsors – the University, Southern Water, southeastern, Medway Council, MHS Homes, EOn and the Medway Messenger – present their own award at the gala dinner.

Last year, the University of Kent award for an individual who has helped young people in Medway went to Toks Adefuye. A Royal Engineer and former student at the University of Greenwich, Mr Adefuye was nominated by Health Action Charity Organisation (HACO) in recognition of his work developing Medway’s sports provision for African youth.

For more information on the Pride in Medway awards, see: http://www.pridein.co.uk/.
Medway Activities
This term has been another busy one for Medway Activities running a wide range of cultural, sport and nightlife activities including trips to Brighton, London, Ice-Hockey and local and London nightclubs through the Medway College Master’s office. The team continue to be very engaged in recruitment activities pre and post enrolment including presence at open days, applicant days and Refreshers Fayre.

A number of changes this year have made it easier than ever for students to get involved in our free and subsidised activities and take advantage of the benefits of our free transport. Students no-longer need to pay a refundable deposit and can make necessary purchases online. Overall we have more students registered with Medway Activities than ever before and investment from Greenwich University to fund their student attendance has allowed us to increase our engagement with Greenwich students also.

The activities of the scheme create paid work opportunities for students to support their studies and we currently employ 25 students on a part-time basis. A key benefit of the service is the presence and support the team are able to offer attendees, especially those who are more shy. We are currently recruiting our team for next year.

Finally, we have been working with the ‘Let’s play’ team at Medway Park to continue to offer a range of free and subsidised sport activities for Kent students. Additionally, we have introduced sports sessions at Brompton Academy which are free and open to all Kent and Greenwich students.

We will continue to run trips up to the end of term and will be attending the Kent Union Summer Ball in Canterbury on Saturday 6th June.

If you would like to direct students to us, have ideas for future activities or would like to find out more about what we offer, please contact:

Kenny Budd at medwayactivities@kent.ac.uk

Find us in room M2-12 between 09:00 -17:00 Monday- Friday

Follow us on twitter @UKMAcivities

Like us on facebook at: https://www.facebook.com/UniversityOfKentMedwayStudentActivities.
News from Student Services
Medway Student Services Green Impact Team has just completed this year’s Green Impact workbook and are on target for receiving the Gold Award at the ceremony in Canterbury on 2nd April.

Some of the initiatives we have taken part in this year include: running a sustainable food awareness day; bringing in Fairtrade food for Fairtrade Fortnight; sustainable transport awareness; lunchtime litter pick on campus; plus various charity events including the Christmas Food Appeal for the Open House Project and raising money for Demelza, MS Society, Breast Cancer Campaign and Save the Children.

We are also finally moving forward with our Biodiversity Garden which will be located at the rear of No1 Bistro. Hedgerow and wild flower planting began on 26th March and the aim is to plant bushes, wild flowers and plants such as lavender to attract butterflies and bees, a bird table and bug boxes and seats so that the area can be used by students and staff for quiet reflection. The bushes will hopefully go some way to blocking out the traffic.

Funding is being provided through Creative Campus and Lee Montgomery and the Estates team have helped us in planning and designing the area.

We have also been awarded a Green Impact evergreen oak tree which will be planted on campus.

In the meantime, whilst this is being put together, we have put up birdfeeders on the trees nearby.
GK Unions Update
It's been a busy 2015 so far for GK Unions with student union leadership elections taking place, a new GK Unions website www.gkunions.co.uk launched in February, Diversity Fair, Listening Events, GK Unions sports clubs playing weekly BUCS matches, development of the new Student Hub in Medway (see our website for the latest news on this), Volunteering week, Sports Awards, students running numerous events (including balls, conventions and fairs) and Awareness Weeks on campus. The Refreshers Fair, in excess of 850 people using the Advice Centre, Stand Out Training sessions, Team Medway merchandise being introduced into Essentials shop, Coopers bar introducing a new menu and events based on student feedback, and it's only just April with more to come!!

Over the next few months for GK Unions there will be; more consultation with students about the new Student Hub (with more architect drawings coming in April) in Medway, Coopers Bar end of year celebration (30th May), Volunteering Awards, student elections for clubs and societies, the GK Unions basketball team representing Great Britain at the Galapoli Games in Turkey, Freerider society Summer Surf trip to France and planning for Welcome Week 2015/6. For all the latest news go to: www.gkunions.co.uk

At GK Unions we are always interested what student and staff experience is of our services as we want to keep improving our services in Medway - so ANY feedback you have on GK Unions is welcomed - please email beth@gkunions.co.uk or call Beth (GK Unions Operations Manager) on 01634 8888925 with your feedback or ideas.

Appointment of Nigel Martin, Research Accounts Manager
I joined Kent on 2 March as Research Accounts Manager following Jenny Rafferty’s retirement. I was previously Deputy Director of Finance at the Institute of Education and, prior to that, at Bucks New University where I was involved in the finances of research projects across the full life cycle.

As well as leading the research accounts team based at the Canterbury campus, I am also the research accounts contact for a number of schools including the Medway School of Pharmacy and the School of Sports and Exercise Sciences. I will therefore be coordinating setting up of new projects, provision of monthly monitoring reports, completing claims etc. for these schools and liaising with PIs and other key staff involved with these projects.

I plan to come over to Medway periodically to hold a research accounts surgery – the first date is expected to be in May/June and appointments will be able to be booked in advance. I do hope that you will be able to come along even if just to say hello – more details will follow nearer the time. I look forward to working with you all.
Research Services – Medway School Contacts

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<thead>
<tr>
<th>School</th>
<th>Funding Officer</th>
<th>Contracts Officer</th>
<th>Accounts Clerk</th>
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<td>Centre for Journalism</td>
<td>Brian Lingley</td>
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<td>Kent Business School</td>
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<td>Kent Law School</td>
<td>Brian Lingley</td>
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<td>Brian Lingley</td>
<td>Jane Benstead</td>
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<td>Centre for Professional Practice</td>
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<td>Kate Ludlow</td>
<td>Rob Goldsmith</td>
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<td>School of Music and Fine Art</td>
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<td>School of Computing</td>
<td>Helen Leech/C.</td>
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<td>School of Sports and Exercise Sciences</td>
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<tr>
<td>Medway School of Pharmacy</td>
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Contact details

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Contact Conny Jumel (K.Jumel@kent.ac.uk, Tel: 3067) for European Funding Enquiries.
Karen Allart (Contracts Officer for Medway) is currently on Maternity leave, returning September 2015.

Library improvements coming up!
We have some exciting plans coming up during this summer to further enhance the study environment and the look of the Drill Hall Library!

After the exams we will begin adding more Silent Study spaces with new look desk partition screens and table layout. We will also be creating more Group Study rooms with flexible furniture and technologies that will be ideal for working together in small groups.
We will also carry out some essential maintenance from end of June to freshen up the look of the library by laying down a brand new carpet starting from the Group Study Zone, and moving some shelving by integrating the Law Books (Dewey shelf marks 340-349) amongst the rest of the main collection. We will try and keep interruptions to a minimum and while works are going on extra staff will be around to help you.

To keep up to date with what's happening in the library follow us on Twitter (@drillallib) or Facebook (Drill Hall Library). You can now also find us on Instagram (@drillhalllibrary)!

We love to listen to our users and hear your feedback on the Drill Hall Library. You can post or tweet your comments or suggestions to us via our social media or through our website Feedback tab.

We also run a termly Library User Group where you can come and share your thoughts. The next User Group meeting is on Wednesday 27th May 2015.

Please see below the date of the next edition of the Medway Staff Briefing document.

Medway Staff Briefing No: 12
Deadline for articles: Friday 26th June 2015

Friday 12th June 2015