

Development Opportunities & Resources: Research Staff

This document contains links to a range of resources that you will find useful as a member of research staff at Bournemouth University, particular those who are new to their role, Bournemouth University or Higher Education.

Development opportunities

Dignity, Equality and Diversity – Unconscious Bias

A [number of events](#) exploring equality and diversity are available, facilitated by the Equality and Diversity Adviser. Please contact [Organisational Development](#) for further information.

Health, Safety and Wellbeing

A number of [workshops](#) are available.

BU staff also have access to an [Employee Assistance Programme](#). This provides free, confidential 24 hour support to staff with a comprehensive range of issues.

IT skills

[Workshops](#) are available for all commonly-used Microsoft packages, including Outlook and Microsoft Project, as well as SPSS, Adobe Photoshop and OneNote.

Undertaking Research Activities

A [range of resources](#) to support your research activity, including statistics support, Researcher Development Programme, Fusion workshops and other programmes including the Research and Knowledge Exchange Development Framework RKEDF.

Applying for internal funds for conferences, staff development, training, etc.

All faculties have funds for staff development, conference attendance and training. All faculties treat requests from research staff the same as requests from academic staff. The BU Travel Policy and Process is available [here](#) and sets out the process to follow, however, each Faculty follows a slightly different process for approving funds; these are outlined below. All queries should be directed to the line manager or Head of Department.

Faculty of Management

Research staff are required to complete the Travel and Development Approval Form for approval by the Head of Department.

Faculty of Health & Social Sciences

Research staff are required to complete the Travel and Development Approval Form and risk assessment for endorsement by the Head of Department. Endorsed forms are considered for approval by the Faculty Conference Funding Committee.

Faculty of Science & Technology

Research staff are required to complete the Travel and Development Approval Form for approval by the Head of Department.

Faculty of Media & Communication

Research staff are required to complete the Travel and Development Approval Form for approval by the Head of Department.

Useful Resources

Academic Career Framework

An over-arching framework summarising the 'typical' outputs in which staff at each grade may engage. It is not intended to be a definitive or exhaustive list, nor is it expected that all staff will achieve all of the outputs listed. It just provides an indicative guide to help staff understand the expectations associated with each grade and can be used as an aspirational framework to inform short and long term personal development plans.

[Academic Career Development Resources](#)

This portfolio of resources has been developed by an external career coach in consultation with academic staff at BU, specifically for use within the context of BU's Academic Career Framework (ACFW) and the Outputs Matrix. The aim of the resource is to enable academic staff to reflect broadly on their career development to date and to plan for the future. It is intended to help achieve synergy between the aspirations of staff and those of the Faculty/Department in which they work (where these ultimately link to those of BU overall). The resource is offered to staff for use either independently, or for discussion with others, as a means of balancing individual with organisational needs and to support effective implementation of the revised ACFW.

[BU Bridging Fund](#)

BU operates a Bridging Fund Scheme which aims to provide additional stability to fixed-term researchers who continue to rely heavily on short-term contracts usually linked to external funding. This situation sometimes impacts negatively on continuity of employment and job security and can result in a costly loss of researcher talent for the institution. The scheme aims to mitigate these circumstances by redeploying the researcher where possible, or where feasible, by providing 'bridging funding' for the continuation of employment for a short-term (maximum three months) between research grants.

[Coaching & Mentoring](#)

Whilst staff have always benefited from a range of informal coaching and mentoring opportunities and will continue to do so, the University is currently creating opportunities for staff to engage in more formal coaching and mentoring, as well as other coaching/mentoring development.

[Digitised content \(scanning\) service](#)

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[Dignity, Diversity and Equality](#)

Information about DDE policies at BU, networks in operation e.g. Carers, Disability etc., Equality Assessment and sources of further support.

[Language Learning or English Language Support](#)

Contact Paul Barnes in Library and Learning Support or find further information [here](#).

Further support is available via the Languages@BU page.

[Project Delivery Team \(RDS\)](#)

This team provide support for those managing externally-funded projects, including aspects such as financial management, governance and ethics and research outputs.

Research Sites

The [Research Blog](#) microsite features updates about the latest research and knowledge exchange new at Bournemouth University.

The [Researchers at BU](#) intranet pages contain information about the Research Staff Association, development opportunities for research staff, careers guidance, and what BU is doing to implement the [Concordat to Support the Career Development of Researchers](#).

Research Impact

A [range of resources](#) to support you to develop your research impact and enable your research to make a difference.

If in your role as a member of Research Staff, you have attended any development session that you have found helpful, or know of any resources that other Research Staff might benefit from that are not listed here, then please contact [Organisational Development](#) with details, who can update and re-circulate this document accordingly.