



Courses and Resources

Semester 2 2024–2025

Develop Your Skills

(self-paced learning)

Self-paced courses - open to all staff

These interactive self-paced courses use examples, scenarios, and challenges to build your line management capability.

[Building Successful Networks](#)

[Handling Difficult Conversations](#)

[Building Your Emotional Intelligence](#)

[Influencing People \(Higher Education\)](#)

[Creating a Feedback Culture](#)

[Managing Self and Others Through Change](#)

[Developing Your Coaching Skills](#)

[Performance Management](#)

[Developing Your Negotiation Skills](#)

[Practical Problem Solving](#)

[Effective Decision Making](#)

[Preparing for your annual review](#)

[Staff EDI courses and resources](#)

The EDI team have refreshed the courses and resources available to support Equality, Diversity and Inclusion across the university.

Leadership Insights and Career Stories

Talks with Senior University Leaders – for managers and leaders

Continuing the popular series of talks with University Senior Leaders sharing their insights into what it means to be a leader at the University:

- *Lucy Evans, Deputy Secretary Student Experience*
- *Chris Cox, VP Philanthropy and Advancement*
- *Damien Toner, Director of Estates*
- *Anne Payne, Registrar, College of Science & Engineering*
- *Leigh Chalmers is VP USG & University Secretary*

[22nd Jan, 10-11am](#)

[27th Feb, 11-12pm](#)

[18th March, 11-12pm](#)

[29th April, 10-11am](#)

[29th May, 10-11am](#)

Career Journey stories – for all staff looking to develop their careers

Our new Career Journey stories showcase the diverse and interesting career paths taken by staff here at the University, including who has helped them along the way and their top tips for career progression and development.

[Read the career journeys](#)

Booking Links

Conversations and Annual Review

(Resources to
support effective
conversations)

[Conversations Hub](#)

The Conversations Hub offers resources to support regular and meaningful conversations.

The purpose of the Conversations Hub is to share and promote useful resources to help staff and their managers to have more regular and meaningful conversations, and to develop the skills needed to make the most of them.

[Meaningful conversations guidance](#)

The meaningful conversations guidance document is designed to provide a framework, prompts, and support to enable managers to have regular, productive, two-way meaningful conversations based on our shared values and [behaviours](#).

Unlock Your Career Potential

Networks

- *New Staff Meet-Up sessions* for new employees to meet different colleagues and exchange knowledge, skills, and experience
- Find out about new and relevant learning and development opportunities for our *Manager or Leaders Teams communities'*
- *Mentoring Connections* open to all staff and connections can be made through our online resource, Platform One.

[Check dates / register](#)

[Join the community](#)

[Find a mentor](#)

Coaching

Coaching provides one-to-one support to achieve a greater sense of clarity and direction personally and professionally:

- *Leadership* – most suitable for managers and leaders
- *Parental Returner* – suitable for all parental returners
- *Retirement* – suitable for all those planning their retirement

[More info / register](#)

360-Degree Feedback – for managers and leaders

[360 Feedback](#) allows you to see how you lead and manage others within a supportive and developmental process. Join an information session to learn more about 360 and how you can make the most of your experience.

[More info / register](#)

Leadership and Management Programmes

Develop your skills, knowledge and self-awareness as an aspiring manager, manager and leader within the University. Register your interest for a future programme (intakes October 2025 and January 2026)

[More info / register your interest](#)

Leadership Development Guide – for experienced leaders

The guide provides an overview of external and internal leadership development programmes and networks available.

[Access the guide](#)

For further information on the support available from Talent and Development in HR visit www.ed.ac.uk/human-resources/learning-development

If you require this document in an alternative format, contact talentanddevelopment@ed.ac.uk or Hrhelpline@ed.ac.uk