

PROGRAMME OF EVENTS SUMMER SEMESTER 2024 FOR THE ACADEMIC STAFF



→ PERSONNEL DEVELOPMENT FOR ACADEMIC STAFF

BRIEF OVERVIEW

Tues.12.03.2024-Thu.14.03.2024

2:00 p.m.-2:00 p.m.

Writing Retreat

Classroom event for doctoral candidates, postdocs and junior professors

in co-operation with the Office for Equal Opportunities

Wed.10.04.2024

4:00 p.m.-5:30 p.m.

On course for a professorship at a University of Applied Sciences

Online event for doctoral candidates, postdocs and junior professors

Fri.19.04.2024

9:00 a.m.-5:00 p.m.

Presentation Skills for Scientists (in English)

Classroom event for doctoral candidates and postdocs
in co-operation with the Graduate School

Mon.22.04.2024

4:30 p.m.-6:00 p.m.

Science Management as a career option for academics?!

Classroom event for research assistants (WiMis)

Wed.15.05.2024

2:00 p.m.-3:30 p.m.

PhD... what comes next? Exploring academic career paths.

Online event for doctoral candidates and early postdocs
in co-operation with the Graduate School

Tues.28.05.2024

3:30 p.m.-6:00 p.m.

Career paths in science and applying for a professorship (I) - Creating convincing application documents

Online event for doctoral candidates, postdocs and junior professors

Mon.03.06. & Tues.04. 06.2024

50 minutes per Person, from 9 a.m.

With a clear voice – an individual voice training

Online event for professors (individually)

Thur.12.06.2024

For Your Career: Career Fair in the central building

Event for students, doctoral candidates and postdocs

Fri.14.06.2024

10:00 a.m.-11:30 a.m.

Publish & Shine – with Open Access, CC licences and support package

Online event for all academic staff

Tues.18.06.2024

4:00 p.m.-6:00 p.m.

Research proposals – Do's and Don't's (in English upon request)

Online event for doctoral candidates and postdocs

Wed.19.06.2024

5:30 p.m.-6:30 p.m.

Importance and benefits of annual reviews for scientists with leadership responsibility

Online event for professors

Thur.20.06.2024

4:00 p.m.-5:30 p.m.

Applying for a professorship (II) - The probationary lecture and the interview with the appointment committee

Online event for doctoral candidates, postdocs and junior professors

Thur.19.09.2024

10:00 a.m.-12:00 a.m.

„Black Box“. Behind the scenes of professorship appointment procedures

Online event for advanced doctoral candidates, postdocs and junior professors

Wed.01.10.2024

9:00 a.m. to 5:00 p.m.

Effective leadership in science – Self-conception, instruments, strategies

Classroom event for professors including newly appointed professors and junior professors

All events will start „sine tempore“ (s.t.).

Participation in the personnel development offers for academics must be agreed with the superior. Offers in consultation with the superior can only be taken up if your area of responsibility requires it and the work processes permit this.

WRITING RETREAT FOR (FEMALE) SCIENTISTS

Target group: doctoral candidates, postdocs and junior professors according to FLINTA* (women/females, lesbians, intersex, non-binary, trans and agender people)

Format: Classroom event

Language: German

The event, organised in collaboration with the Equal Opportunities Office, is aimed at female and non-binary (FLINTA*) postdocs, junior professors and advanced doctoral candidates. The Writing Retreat enables focused writing - with additional reflection on writing processes and individual productivity profiles as well as personal counselling. The group size of up to 10 people offers both tranquility and exchange. An accompanying programme supports unhindered progress with challenging projects.

Date: Tue.12.03.2024, 2:00 p.m. to Thur.14.03.2024, 2:00 p.m.

Location: ZeitPunktRaum (Boltersen, Lower Saxony)

Coach: Dr. Silke Martin

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/writing-retreat-fuer-wissenschaftlerinnen.html>

ON COURSE FOR A PROFESSORSHIP AT A UNIVERSITY OF APPLIED SCIENCES

Target group: doctoral candidates, postdocs and junior professors

Format: Online event

Language: German

Is your dream job inextricably linked to university? Do you enjoy teaching? Do you want to be able to organise your own work, are you willing to cooperate, are you looking for social relevance in your work and have a doctorate or are currently working on one? Then a HAW professorship could be of interest to you. More than 200 universities of applied sciences in Germany represent an attractive job market for academically qualified people seeking a professorship. The event provides information on the universities, requirements and application modalities and compiles relevant links for you. The speaker worked at Leuphana University Lüneburg for several years before taking up his professorship.

Date: Wed.10.04.2024, 4:00 p.m. to 5:30 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: Prof. Dr. Oliver Opel (FH Westküste)

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/auf-kurs-zur-haw-professur.html>

PRESENTATION SKILLS FOR SCIENTISTS

Target group: Doctoral candidates and postdocs

Format: Classroom event

Language: English

Make an impact!

This workshop combines storytelling techniques for scientific presentations with self-marketing skills. Participants looking to improve their stylistic device and try new creative forms of "storytelling" elements in their scientific talk have the opportunity in this workshop to get tips and tools as well as practical training and practice. The second focus is on self-marketing skills: making a positive impact in conference settings, small talk scenarios, as well as job interviews and other contexts in which persons wish to promote their person and their work.

Special attention is given to key communication skills and strategies of nonverbal communication in order to make the best lasting impression.

Date: Fri.19.04.2024, 9:00 a.m. to 5:00 p.m.

Room/ Location: C40.153

Speaker: Guido Molina is a trainer for communication and presentation techniques and is part of the Impulsplus training and consulting company team. As a professional actor, director and theatre teacher, he is an expert in physical theatre, voice and breathing. He began and developed his acting career in his country of birth, Colombia.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/en/intranet/further-training/details/presentation-skills-for-scientists.html>

SCIENCE MANAGEMENT AS A CAREER OPTION FOR ACADEMICS?!

Target group: Doctoral candidates and postdocs

Format: Classroom event

Language: German

You will learn what distinguishes science management, what fields of work there are, which competencies the field requires and how the path from academia to science management can be successful. You will be encouraged to realistically assess whether the path to science management can be a possible career option for you.

Content: General information on science management, working conditions in science management, required qualifications, career paths in science management, qualification and further training opportunities.

Date: Mon.22.04.2024, 4:30 p.m. to 6:00 p.m.

Room/ Location: C40.175

Speaker: **Dr. Simon Burandt** is Managing Director and Sustainability Officer of the Faculty of Management and Technology at Leuphana University Lüneburg; **Dr. Hannah Jacobmeyer** is the Academic Personnel Development Officer for academic staff at Leuphana University Lüneburg.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/wissenschaftsmanagement-als-karriereoption-fuer-wissenschaftlerinnen-4.html>

PHD...WHAT COMES NEXT? EXPLORING ACADEMIC CAREER PATHS

Target group: Doctoral candidates and postdocs

Format: Online event

Language: German

Many doctoral candidates only begin to analyse their own career preferences and potential professional fields in more detail once they have completed their doctorate. If you are aiming for a career in science, it is important to familiarise yourself with, reflect on and explore possible positions and associated career paths at an early stage due to the competitive nature of the field. Looking at one's own competences, resources and inclinations is crucial both for career opportunities in science and for career goals in science-related and non-academic professional fields.

By providing concrete information on career fields as well as self-assessment aids, the event encourages participants to reflect on the opportunities and challenges of career development in order to consciously shape their next steps.

Date: Wed.15.05.2024, 2:00 p.m. to 3:30 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: **Dr. Nadine Dablé** is advisor for counselling, coaching and skills development for doctoral candidates and postdocs at Leuphana University Lüneburg; **Dr. Hannah Jacobmeyer** is the Academic Personnel Development Officer for academic staff at Leuphana University Lüneburg.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/promotion-und-was-dann-1.html>

CAREER PATHS IN SCIENCE AND APPLYING FOR A PROFESSORSHIP (I) - CREATING CONVINCING APPLICATION DOCUMENTS

Target group: Doctoral candidates, postdocs and junior professors

Format: Online event

Language: German

Career paths in academia - including professorships - are complex and require a certain amount of planning. The first part of this online impulse therefore provides information on the various options in the German academic system and assistance with personal orientation.

The event then takes a very specific look at the career goal of "professorship". Anyone aiming for a professorship must expect to make several attempts and complete the multi-stage appointment procedures, whether for a W1 professorship or directly with the aim of a W2/W3 professorship. This application phase is significantly longer than for other career goals, and not just in your own lifetime. As (time-)consuming and complex application and selection processes, appointment procedures formally represent a high hurdle. The event provides key tips for the first part of the process, the preparation of written application documents.

Date: Tues.28.05.2024, 3:30 p.m. to 6:00 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: **Dr. Ulrike Preißler** works as legal counsel at the DHV, specialising in university and civil service law. In particular, she focusses on the following topics: Career paths in academia, W salaries, appointment and retention negotiations at universities, initial appointments, communication and self-presentation in academia and the law on fixed-term contracts.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/karrierewege-in-der-wissenschaft-und-bewerbung-auf-eine-professur-teil-1-ueberzeugende-schriftliche-bewerbungsunterlagen-erstellen.html>

WITH A CLEAR VOICE – AN INDIVIDUAL VOICE TRAINING

Target groups: professors

Format: Online event

Language: German

The courage to use the voice as a means of expression and to explore one's own possibilities grows out of the preoccupation with one's own voice. By giving an impression of the state of mind, personality and motives of the speaker, the voice conveys much more than the mere content of what is said. The quality of the voice sound and its ability to modulate determine, among other things, its liveliness and persuasiveness. Your body is your greatest supporter, because even minimal changes in posture have a positive influence on resonance and volume or on any susceptibility to hoarseness. You will receive exercises tailored to your personal needs, which you can implement independently in your everyday life. The aim is to create a coherent performance so that the person, voice and content are shown to advantage in a confident and convincing manner and your voice remains powerful even over longer periods of speaking.

Content:

- Breathing, voice and body language exercises
- Work on a self-selected text excerpt
- Short presentation
- feedback
- Gender and diversity are consistently included and a gendersensitive language is used.

Date: **Mon.03.06.2024** and **Tues.04.06.2024**, 50-minute individual training sessions starting at 9:00 a.m.

Room/ location: Access data to the online room will be provided shortly before the start of the event.

Speaker: **Heike Hofmann** holds degrees in German and theatre studies. She runs the company *körper & sprache* (body & language) and supports academics of all qualification levels as a communication and presentation trainer/coach. Heike Hofmann is active in universities, scientific organisations (e.g. DAAD, DFG, DHV) and business enterprises (e.g. Lufthansa, Robert Bosch, Städtetag Stuttgart).

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/mit-klarer-stimme-stimmtraining-im-einzelsetting.html>

FOR YOUR CAREER: CAREER FAIR IN THE CENTRAL BUILDING

Target group: Students, doctoral candidates and postdocs

Format: On Campus

Language: German

The FOR YOUR CAREER job and career fair offers students, including doctoral candidates and postdocs, the opportunity to make contact with companies - while at the same time offering companies and other organisations the chance to meet qualified young professionals. The focus of the fair is on personal dialogue. The employers at the fair can present their company culture and career opportunities. They can answer questions from interested parties and look specifically for committed young talent. The Career Fair 2024 offers doctoral candidates and postdocs in particular the opportunity to present themselves with a pitch for their dissertation or other current research project.

Date: Wed.12.06.2024, 10:00 a.m. to 4:00 p.m.

Room/ Location: central building

PUBLISH & SHINE – WITH OPEN ACCESS, CC LICENCES AND SUPPORT PACKAGE

Target group: all academic staff

Format: Online event

Language: German

This event is dedicated to the question of how the visibility of publications can be increased in order to achieve the broadest possible resonance. In this context, the publication form Open Access - the free access to research literature - plays a decisive role. In addition to the basics of scientific publishing with a focus on Open Access, related topics such as Creative Commons licenses or the selection of suitable publication venues will be examined in more detail. This theoretical input will then be used to identify practical ways of making one's publications more traceable, both for the scientific community and beyond. In this context, the participants will get to know the corresponding infrastructure offers, financing options and consulting services at Leuphana, which will support them in the implementation of their publication projects.

Date: Fri.14.06.2024, 10:00 a.m. to 11:30 a.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: Gesa Baron (E-Science & Media Management, MIZ)

Registration required. Please register via the online portals of the Internal Training/ Continuing Education :

<https://www.leuphana.de/intranet/weiterbildung/details/publish-shine-open-access-cc-lizenzen-und-foerderpaket.html>

RESEARCH PROPOSALS – DO'S AND DON'T'S

Target group: Doctoral candidates and postdocs

Format: Online event

Language: German or English

For scientists it is important to know how to obtain third-party funding for their research. However, in contrast to a publication, proposals are subject to different guidelines. Despite a broad landscape of funding bodies, there are, however, recurring elements that will be presented in the event. In addition to practical advice on drafting applications, legal and financial aspects will be addressed, and the perspectives of reviewers and funders will be considered.

The aim is to provide participants with a framework for different funding formats and basic knowledge for developing a personal third-party strategy.

Date: Tue.18.06.2024, 4:00 p.m. to 6:00 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: **Anke Zerm** is Head of the department of Research Services at Leuphana University Lüneburg.

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/forschungsantraege-stellen-dos-and-donts-2.html>

IMPORTANCE AND BENEFITS OF ANNUAL REVIEWS FOR SCIENTISTS WITH LEADERSHIP RESPONSIBILITY

Target group: Professors

Format: Online event

Language: German

According to the 'Dienstvereinbarung', as an academic manager you offer your employees an annual appraisal once a year. Perhaps you are wondering what sense and benefit such a meeting can have for you? Would you like to make sure you understand the formal procedures and receive helpful tips on how to prepare for, conduct and follow up on these meetings? Perhaps you have specific concerns or questions that you would like to discuss in a protected circle with colleagues in a similar situation? The aim of the event is to familiarise you with the purpose of annual appraisals, the framework conditions, the process and the benefits for you as a manager, and to clarify any unanswered questions.

Date: Wed.19.06.2024, 5:30 p.m. to 6:30 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: Dr. Hannah Jacobmeyer is the Academic Personnel Development Officer for academic staff at Leuphana University Lüneburg.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/sinn-und-gewinn-von-jahresgesprachen-fuer-wissenschaftlerinnen-mit-fuehrungsverantwortung.html>

APPLYING FOR A PROFESSORSHIP (II) - THE PROBATIONARY LECTURE AND THE INTERVIEW WITH THE APPOINTMENT COMMITTEE

Target group: Doctoral candidates, postdocs and junior professors

Format: Online event

Language: German

If an invitation is issued on the basis of the written application documents, applicants who have applied for a professorship will be invited in person by the university issuing the call. The so-called "audition" consists of a public lecture on an academic topic submitted by the applicant, followed by a discussion. A trial lecture must also be held regularly. The workshop provides information and recommendations on all aspects of the trial lecture and the subsequent procedural step, the interview with the appointment committee.

Date: Thur.20.06.2024, 4:00 p.m. to 5:30 p.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: Dr. Ulrike Preißler works as legal counsel at the DHV, specialising in university and civil service law. In particular, she focusses on the following topics: Career paths in academia, W salaries, appointment and retention negotiations at universities, initial appointments, communication and self-presentation in academia and the law on fixed-term contracts.

Registration required. Please register via the online portals of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/bewerbung-auf-eine-professur-teil-2-der-probevortrag-und-das-gespraech-mit-der-berufungskommission.html>

„BLACK BOX “. BEHIND THE SCENES OF PROFESSORSHIP APPOINTMENT PROCEDURES

Target group: Advanced doctoral candidates, postdocs und junior professors

Format: Online event

Language: German

Applicants in appointment procedures can usually only actively participate in small sections of an appointment procedure that is extremely important for their own career and usually extends over a long period of time, for example when they are invited to a personal interview. From the applicant's perspective, by far the largest part of the process takes place 'behind the scenes': The selection process involves a large number of university and (non-)academic actors, consists of various selection steps that build on each other and is flanked by various quality assurance mechanisms. The event aims to give young researchers insights into these, from their point of view, "hidden" processes and to make transparent how the selection process in the run-up to filling a professorship takes place structurally.

Date: Thur.19.09.2024, 10:00 a.m. to 12:00 a.m.

Room/ Location: Access data to the online room will be provided shortly before the start of the event.

Speaker: **Michaela Kaufmann** is Head of the Appointment Management at Leuphana University Lüneburg.

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/black-box-berufung-2.html>

EFFECTIVE LEADERSHIP IN SCIENCE – SELF-CONCEPTION, INSTRUMENTS, STRATEGIES

Target group: Professors, including newly appointed professors and junior professors

Format: Classroom event

Language: German

First-time professors and (junior) professors are faced with the task of taking on formal leadership responsibilities (for the first time) at the same time as arriving at a new institution and/or setting up a working group from scratch. They therefore have to explore their own understanding of leadership and bring this to life against the background of the complex work requirements and the specific characteristics of the new organization. This becomes concrete in both strategic (e.g. positioning one's own professorship/research at the institute, in the organization, in the community) and operational leadership tasks (e.g. selecting personnel and forming a team). This workshop strengthens the participants in developing an individual understanding of leadership so that they can act confidently in different research and organizational contexts. In addition to self-reflection, instruments for the selection, leadership and development of personnel are presented and the basics of professional interviewing are taught. The latter is the central tool in any form of leadership. In addition, the challenges that arise from the multitude of demands on a professorship are addressed and strategies for dealing with them are developed together.

Content: Development of an individual understanding of leadership, self-leadership, time management and delegation, leadership requirements in science, professional communication in personnel management, instruments of personnel selection, leadership and development, specifics of doctoral supervision.

Date: Wed.2.10.2024, 9:00 a.m. to 5:00 p.m.

Room/ Location: C40.220

Speaker: **Dr. Neela Enke** has been working as a trainer since 2011 with a focus on conflict and diversity management as well as career development in higher education and research. As a certified coach and trained mediator, she supports post-docs, university employees as well as managers and accompanies people, teams and organizations in the constructive resolution of conflicts.

Registration required. Please register via the online portal of the Internal Training/ Continuing Education:

<https://www.leuphana.de/intranet/weiterbildung/details/wirksam-fuehren-in-der-wissenschaft-workshop-2024.html>