**New Academic Adviser Training**

**Aims**

To equip Academic Advisers to be able to support their new lecturers through the New Lecturer’s Programme.

Training broken into 4 parts over a period of 1yr. To fit into the APA course, training usually delivered in January and June:

**Part A – People & Organisational Development**

Watch short video and complete ‘tick box’ assessment produced by People and Organisational Development highlighting the key elements of the New Lecturers Programme:

**ILOs:** Academic Advisers will be able to demonstrate knowledge and understanding of the rules and regulations of the Loughborough New Lecturer’s Programme.

They should be able to:

Explain the core role and responsibilities of the Academic Adviser at Loughborough

Recall the reasoning behind the processes expected of an Academic Adviser

To identify and comprehend the vision of Loughborough University to support and develop their new lecturers

**Part B – CAP Team + PVCR – 1hr**

Live session with PVCR introducing and reiterating the importance of Academic Advisers in developing and supporting New Lecturers at Loughborough.

CAP staff supporting discussions of scenarios that Academic Advisers can experience based on the learning from the video.

**ILOs**

Apply learning from the video to real-life scenarios of the Academic Adviser role

Examine the skills of the Academic Adviser in greater depth and identify any personal actions for development

**Part C – CAP + OD + experienced Academic Advisers – approx. 6 months after Part B 1hr**

Opportunity to reflect on the role to date with experienced Academic Advisers.

ILOs  
To review their role and responsibilities of being an Academic Adviser to date and to appraise their personal experiences to date.

To examine different methods of approaching difficult conversations or situations encountered within the role

**Part D - CAP**

Ongoing peer network of support with academic advisers. Use of Teams to support.

Meet again approx. 6 months after the training so that they can ask/discuss any questions once into the role.