

Aspiring Academic Registrars



ACADEMIC
REGISTRARS'
COUNCIL



Connecting and developing
HE professionals

Speakers

Fiona Fisk, Academic Registrar, University of Suffolk, ARC Business Secretary
Lesley O'Keeffe, Registrar, Brunel University London, ARC Professional Development Lead
Stephen McAuliffe, Deputy Registrar, University of Nottingham, ARC Deputy Chair
Ben Rogers, Director of Registry Services, Cardiff Metropolitan University, ARC Chair
Kerry Shepherd, Recruitment Consultant, Minerva

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| 9.15 | Registration opens |
| 9.45 to 10.00 | Welcome, Introductions and Overview of the Day – Lesley O'Keeffe |
| 10.00 to 11.00 | Career progressions – including the personal reflections of a former attendee who has successfully aspired to become an Academic Registrar – all, chaired by Fiona Fisk |
| 11.00 to 11.15 | Refreshments and Networking |
| 11.15 to 12.00 | Managing experts when you're not an expert – Stephen McAuliffe A key challenge for any Academic Registrar is managing expert or specialist teams, often when you have no direct experience of that specialism. This session will give some insight into how to approach the challenges. |
| 12.00 to 12.45 | Key relationships: working in complex organisations – Lesley O'Keeffe |
| 12.45 to 13.30 | Lunch and Networking |
| 13.30 to 14.15 | Generic and specific: what is it like doing the job day-to-day? – all, chaired by Ben Rogers Interactive panel presentation and discussion |
| 14.15 to 14.30 | Refreshments and Networking |
| 14.30 to 15.45 | Career destinations: hitting the target – Lesley O'Keeffe and an executive search consultant Kerry Shepherd A look at how to approach securing an Academic Registrar role, including insights from a recruitment consultant on what senior management teams are looking for, different interview processes and building your social media profile |
| 15.45 to 16.00 | Round up and close |