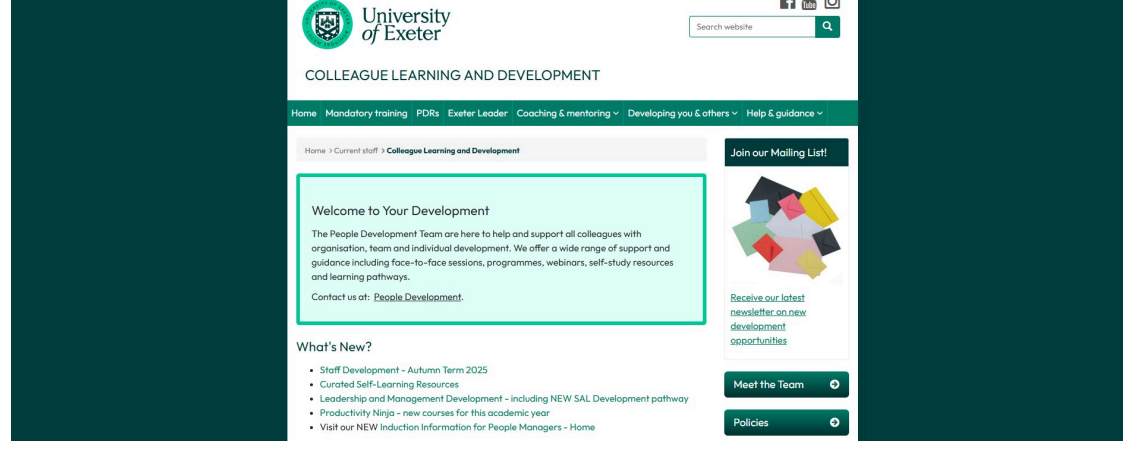




Welcome to our Newsletter

Welcome to the Autumn 2025 Staff Development newsletter! These newsletters are sent each term to let you know about current, new and planned development opportunities for colleagues. We hope to give you a flavour of the training and development opportunities available, and get you looking forward to the term ahead. Please [visit the Colleague Learning and Development](#) pages for more.

Home Page Refresh and Mailing List



We have refreshed our website Home page to hopefully make it clearer where and how to find information. We are currently working with the SharePoint team to develop a searchable database containing colleague training, watch this space! In the meantime please explore the new Home page: [Colleague Learning and Development](#). Additionally we have created a mailing list which we will use to send out the newsletter and any additional information about development opportunities, if you would like to join please just complete the form: [People Development Mailing List](#)

Focus on LearnSmart



Have you explored Mind Tools' [Skill Bites](#) on Learn Smart yet?

[LearnSmart](#), powered by Mind Tools, is your refreshed, personalisable, self-learning platform, packed with resources designed to help you thrive and develop at work, improving your performance and development of essential career skills.

Found at the top right of the [LearnSmart](#) content hub, [Skill Bites](#) are bite-sized courses designed to effectively help you build essential workplace and transferrable skills on a range of topics. Each course consists of 7 to 10 sessions, focusing on part of a common challenging topic, such as time management, communication, or leadership, and guides you through practical tips and strategies to improve.

Designed to be manageable and fit in with your work demands, Skill Bites take just a short 15 minutes a week. You will receive a weekly email reminder to spend a few minutes on your self-development and complete the next session in the course you signed up for. On completion of the Skill Bite, you will earn a digital badge to display your achievement, helping to build your professional profile.

Available Skill Bites include 'Critical Thinking', 'Problem Solving', and an exciting new Expert Skill Bite on 'Mastering AI for Managers'.

Take some time to explore [LearnSmart](#), find out more about what's on offer, and sign up for a Skill Bite!

Explore, Learn, Develop: [LearnSmart](#).

Mentoring



Are You Ready to Benefit from Mentoring?

There are many benefits to mentoring, for those considering becoming a mentor the benefits include:

- **Being able to pass on personal knowledge and experience in order to see others grow.**
- **Having the chance to “give something back” and to provide support to others**
- **Gain the chance to work on new and exciting challenges**

From the mentee's perspective it is a chance to:

- **Make time for personal learning with someone more experienced**
- **Work on career progression**
- **Gain impartial advice and an alternative perspective**
- **Have a non-judgemental sounding board for ideas**
- **Focus on overcoming challenges and developing new skills and knowledge**

Before embarking on a mentoring relationship there are a number of key things to consider in order to determine if it is the right path for you.

Purpose

The first thing to consider is **why** do you want to be a mentor/mentee and what specific skills/knowledge can you offer/do you need? The more carefully you consider what skills and experience you are looking for/can give then the better the mentoring match will be.

Where are You Now

Within our mentoring platform we have inbuilt needs analysis tools that you can use ahead of your first mentoring conversation:

The **SWOT** tool will help you identify Strengths, Weaknesses, Opportunities, Threats

The **GSTAR** tool will help you identify goals, the situation you are currently facing, current thinking, actions you are considering and the results you are expecting

Where Do You Want To Be

Once you have completed your needs analysis you can work with your mentor/mentee to set Specific, Measurable, Achievable, Realistic, Timebound (SMART) goals, which will help you to give a real purpose to your mentoring relationship and help you get real results.

Are You Prepared to Commit the Time to get There?

The final consideration you need to make before committing to becoming a mentor or to becoming a mentee is whether you have the time to commit to regular meetings and to doing the actions in between meetings that are required to move you towards achieving your goal(s).

So, are you ready to benefit from mentoring? Sign up here [University of Exeter All Staff Mentoring Scheme at University of Exeter](#)

Exeter Leader (Leadership and Management Training)



Managing People – courses now available

Our 2025-26 people management courses have started with sessions from external training provider, Centre 4 Learning. These sessions can be completed as one-off workshops, or as part of an accreditation with the Institute of Leadership. Sessions are available for colleagues who are new to management, or more experienced and include, Navigating Change, My Communication (as a manager), and My Role (as a manager). If courses are full please add your name to the waiting list and if we are able to run more sessions we will do so. Search for courses in Trent, for example:

[Planning for Performance](#)

[Managing Performance](#)

[Difficult Conversations](#)

[Developing Individuals](#)

[Developing Teams](#)

Explore management and leadership options available to you through [Exeter Leader](#)

Spotlight on: Resilience

Resilience is our ability to bounce back when things don't go as planned. It's a quality we all possess to some degree, but some of us can draw on it more easily than others.

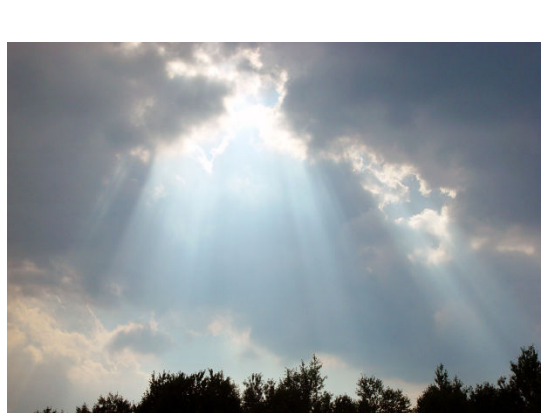
Resilience is important because it keeps us on track until we reach our goals, allows us to deal with difficult situations, and helps us grow by encouraging us to look at the positives.

However, it's not about trying to carry on regardless of how we feel, or being superhuman! Instead, it's understanding why we feel the way we do and developing strategies to help us deal with situations more effectively

Explore some of our curated resources: around this subject: [Resilience](#)

Explore a LearnSmart Playlist: [Playlists](#)

Or discover the resources collated by our OH and Colleague Wellbeing teams: [Wellbeing and Work Demands](#)



PD Calendar of Events: Autumn Term 2025

To find out about upcoming training, see our [current calendar of events](#) (find the information in the "What's New" section on our Homepage). Please note that our list changes and updates on a regular basis.

What is Where?

Trent: Trainer-led (in-person or webinar courses) are bookable via your Trent account. All available courses are listed on the [Trent A-Z](#).

LearnUpon: E-Learning courses, including the main mandatory staff courses. Lots of other non-mandatory subjects are available here too: [LearnUpon Login](#).

LearnSmart: An amazing repository of resources, including articles, videos, infographics, exercises, skillbooks and more, covering a range of work-related topics: [LearnSmart](#).

Guidelines and Policy: Our 'Help & guidance' pages are available [here](#), via the top menu.

Here you can find out about [our team](#) and what we do, or familiarise yourself with our [policies](#).

The '[Your course records](#)' section details how to use iTrent to access course information, place a booking, add yourself to a waiting list, and more. The '[Training design and accessibility](#)' section has been developed as a guide for those who wish to create new training for staff, and explains the types of training, as well as how to ensure accessibility for all.