

Aspiring Academic Registrars
*Empowering futures, shaping academia:
 The journey to Academic Registrar Excellence*



ACADEMIC
REGISTRARS'
COUNCIL

Speakers

Matt Brindley-Sadley, Academic Registrar, University of Winchester, ARC Executive & Trustee and Professional Development Lead

Rebecca Di Pancrazio, Academic Registrar, University of Portsmouth, ARC Executive & Chair of ARC Assessment Practitioner Group

Zak Lidell, Director of Education Services, University College London

Schedule	Session Details	Facilitator(s)
09:15	Registration opens	
09:45 – 10:00	Welcome Introductions, housekeeping and overview of the day	Matt
10:00 – 10:45	1. What is an Academic Registrar? Mapping out a senior role in registry services can be challenging when the terms and scopes of the roles are so different. Better understand some of the core skills and areas of responsibility involved Career Journeys	Matt Matt, Rebecca and Zak
10:45 – 11:15	Refreshments and Networking Bingo	Matt, Rebecca and Zak
11:15 – 12:15	2. Aptitude and Competency Mapping What skills and behaviours might you need to progress a career in registry? Start exploring these skills and understanding where you might need to focus for improvement.	Matt
12:15 – 13:00	Lunch and Networking	
13:00 – 14:00	3. Leading the Expertise of Others 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.	Zak
14:00 – 15:00	4. Creating your Network How to make the most of working in a sector that shares by being able to confidently engage with new colleagues and how to nurture existing relationships.	Rebecca
15:00 – 15:15	Coffee & Comfort Break	
15:15 – 15:45	5. Next Steps for Career Development Defining yourself and managing your niche expertise and character with information, advice and guidance on how to engage with higher education recruiters.	Matt
15:45 – 16:00	Round Up & Close Opportunity for any further questions.	Matt, Rebecca and Zak