

A conference especially for Professional staff? Who would've thought?



Inaugural UWS
Professional Staff Conference 2010
Building the UWS of tomorrow through innovation and collaboration



UWS Professional Staff Conference 2011
Connections and Quality – Our People Making the Difference

9 June 2011



Kim Nemetz & Tanya Rubin



Benefits of a Conference

- **Day out of the office** – but then you have to catch up



Benefits of a Conference

- **Travel** – to an exotic destination



Benefits of a Conference

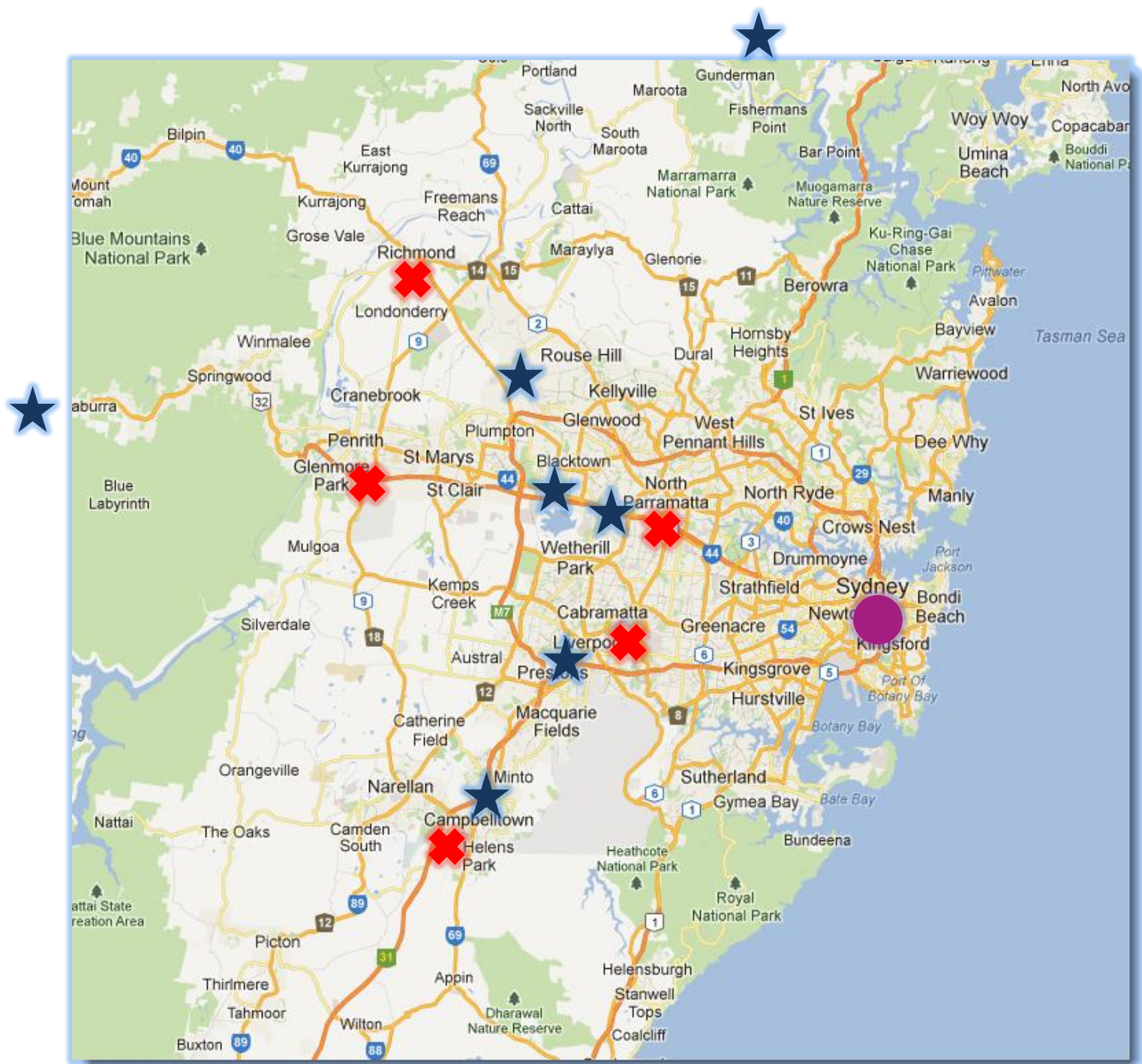
- **Chat fest** – networking on steroids
- **Real benefit** – gaining that one bit of information that can make a difference back in your office.



Background

- University of Western Sydney (UWS):
 - 2815 staff - 1530 professional staff*
 - 39, 500 students (30,000 load)*
 - 2 divisions, 9 Schools, 4 Research Institutes
 - 5 campuses, 4 clinical schools, 2 UWS College campuses

* UWS Pocket Profile 2011



What?

A Professional Staff Conference!

- Our People 2015 Staffing Strategy
- ATEM members, TEMC
- Inaugural organising committee
- Executive Support
- Funding

What to include?

- Welcome by the Vice-Chancellor, session with Senior Executive
- Concurrent sessions based on submissions of abstracts
- Interactive, professionally facilitated plenary session
- Off-campus venue of high quality

What to include ...continued

- High profile, motivational guest speaker
- External exhibitors, sponsors and prizes
- Comprehensive conference pack for delegates
- Small registration fee

Objectives

- Provide career development and networking for the University's Professional staff.
- Demonstrate the value of Professional staff in supporting and achieving the UWS Strategic Mission.
- Showcase innovative ideas and initiatives and initiatives in higher education practice developed by Professional staff at UWS.

Humble Beginnings

- 2010



- 2011

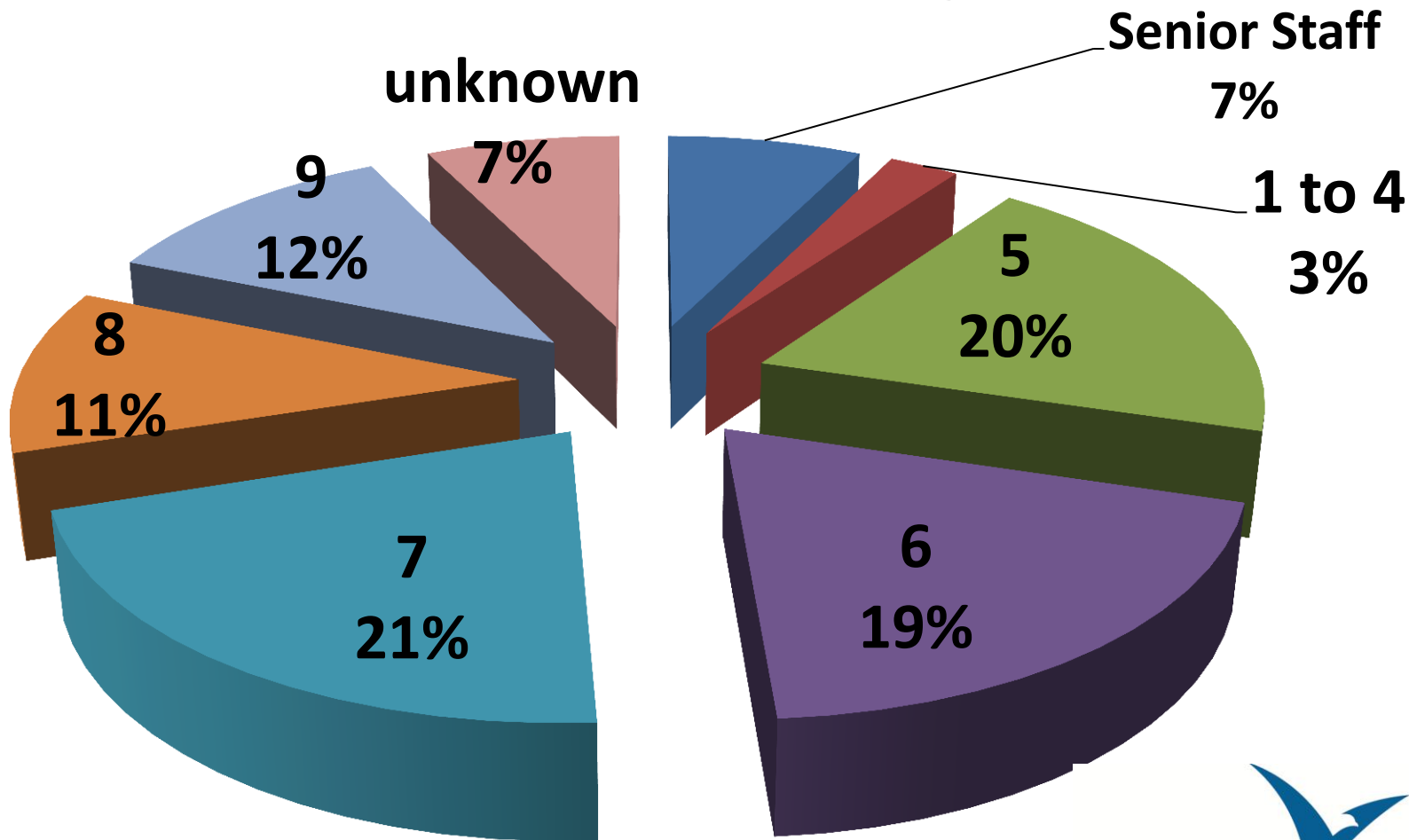


- 2012



Attendance of Participants

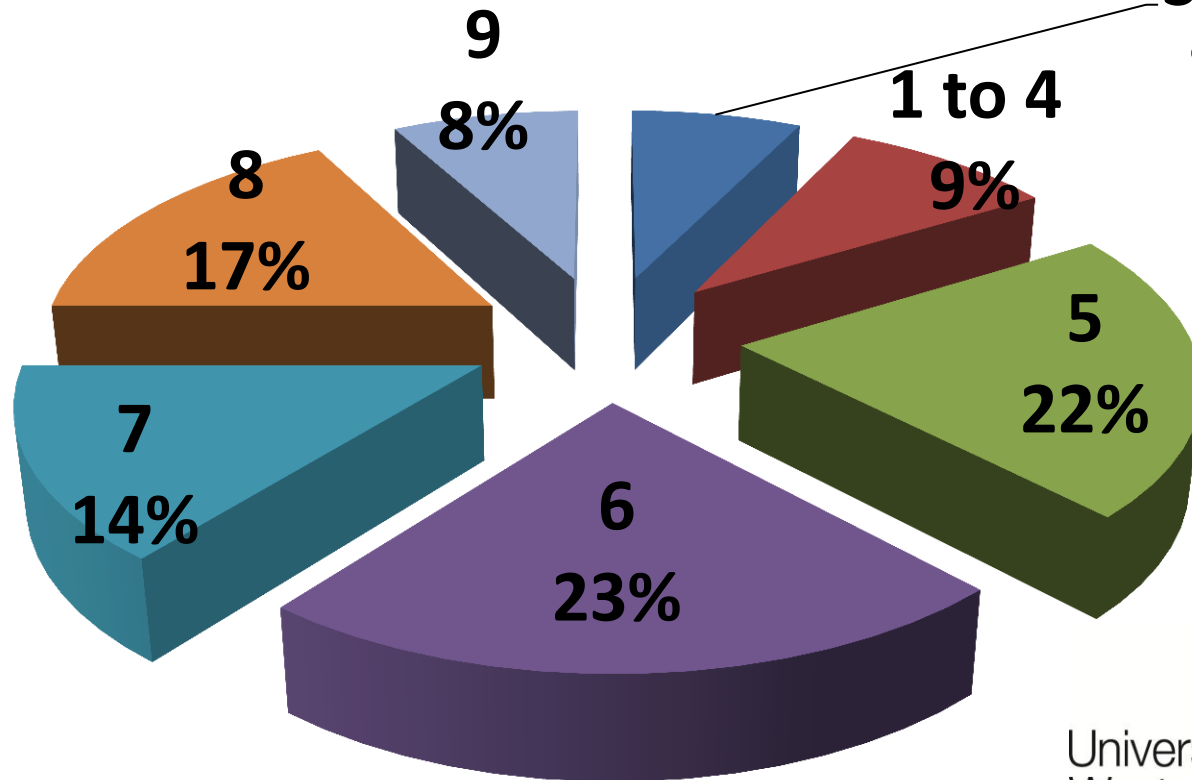
2012 Conference HEW Level of staff attending



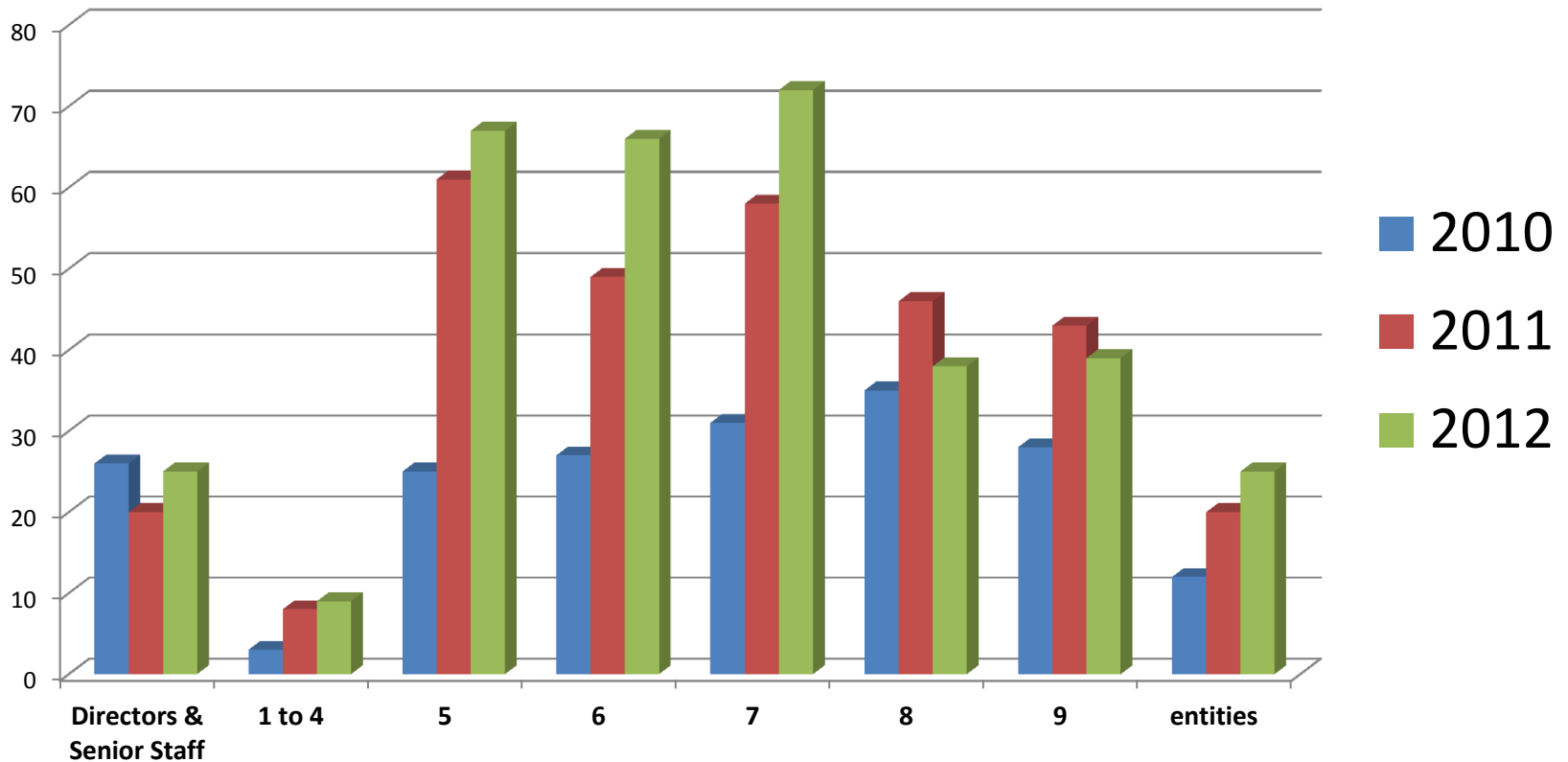
Comparison to UWS wide HEW Level for Professional Staff

UWS wide total Professional Staff

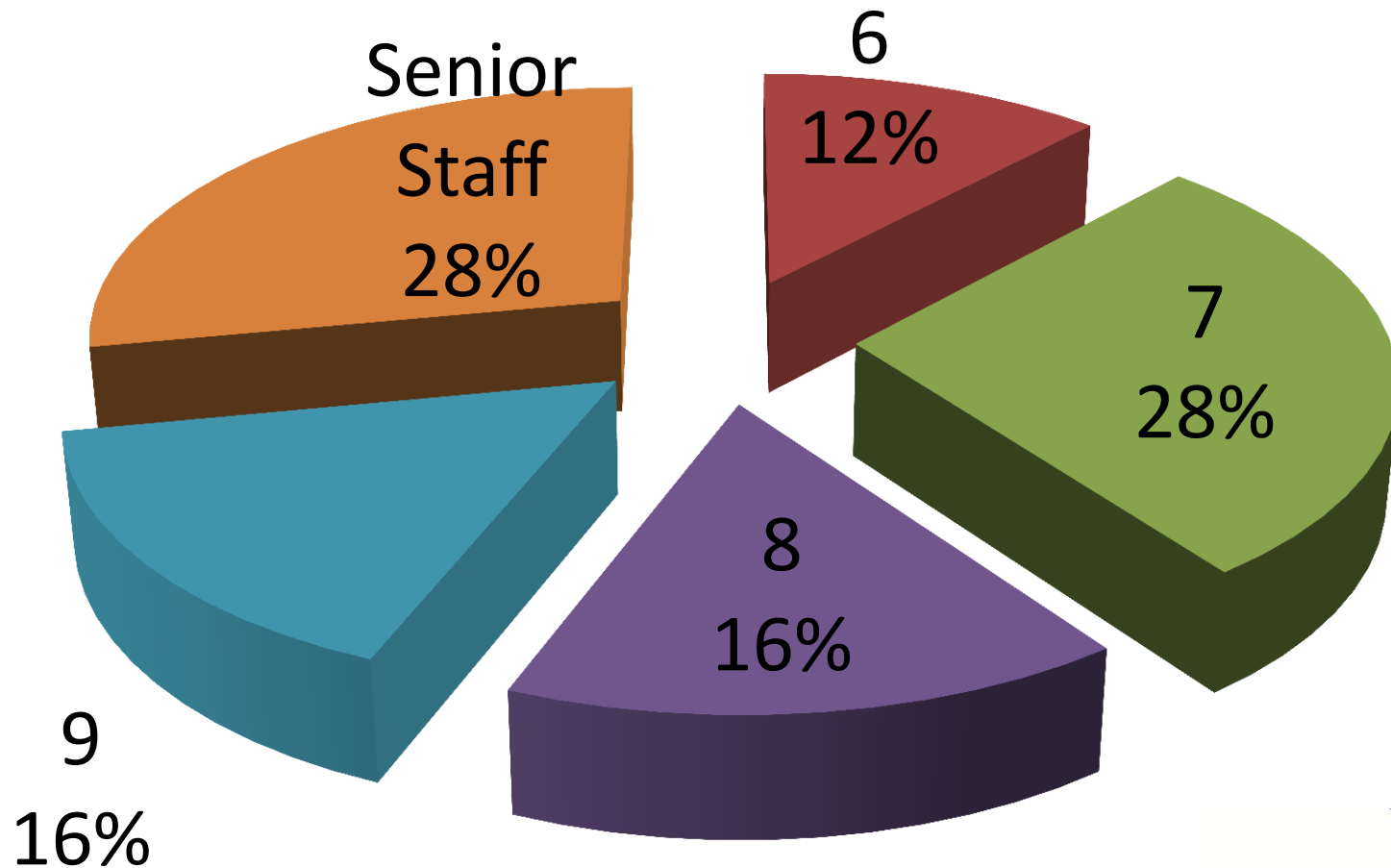
Senior Staff
7%



Growth over the years



HEW Level of Presenters for 2012



Communication

- Do you know what is happening around you at your institution?
- What are others doing that could help you or save duplication of effort in your office?

Communication

- Conference as method of communication across university.
- Multi-campus communication
- Showcases initiatives

Professional development opportunities

- Professional Development v Training
- Training ground for:
 - Presenters
 - Formal training program
 - Dry run sessions – (feedback from session)
 - Committee members
 - Chairs of sessions, Room monitors

Personal Journeys

- Kelly McNamara –
Senior Technical Support, School of Science & Health
- 2010 – Delegate
- 2011 – Poster presentation
- 2012 – Presenter

Personal Journeys

- Janelle Davis –
Relationships Manager, UWS/VET
- 2010 – Presenter
- 2011 – Mentor to fellow presenters
- 2012 – Keynote speaker

Personal Journeys

- Tanya Hobson –
Executive Officer, PVC Research
- 2010 – Presenter and Mentor

Abstracts

- “Mental Health Initiatives at UWS”
- “Empower staff to Connect, Communicate and Collaborate Online”
- “Access all Areas – Unveiling the Secrets of Admissions”
- “From an Acorn to a Tree – Growing the Position of PA to Head of School”
- “The right information to the right people at the right time”

Abstracts

- “Challenges of surviving a laboratory renovation”
- “Why can’t I book that room”
- “The benefits of a virtual newsletter”
- “Half a cup of coffee and dressing in the dark – Tales of a secondment”
- “What is the University doing about transport and parking?”

Networking

- “Catching up with colleagues who I don’t see very often”
- “Being able to meet staff that I would normally speak to over the phone.”
- “Meeting staff members that I deal with on a daily basis via the phone.”
- “Finding out what other areas are doing”
- “Networking – meeting new people from a range of divisions, units and centres.”

Satchels and Exhibitors

- Satchel growth over years
- Importance of exhibitors and link to workplace
 - Staff benefit partners
 - Nib, Bupa, Impact, Next Byte, Unisuper, Commonwealth Bank
 - Internal providers
 - Connect Fitness, Staff Social Club
 - Specialised units
 - UWS Development





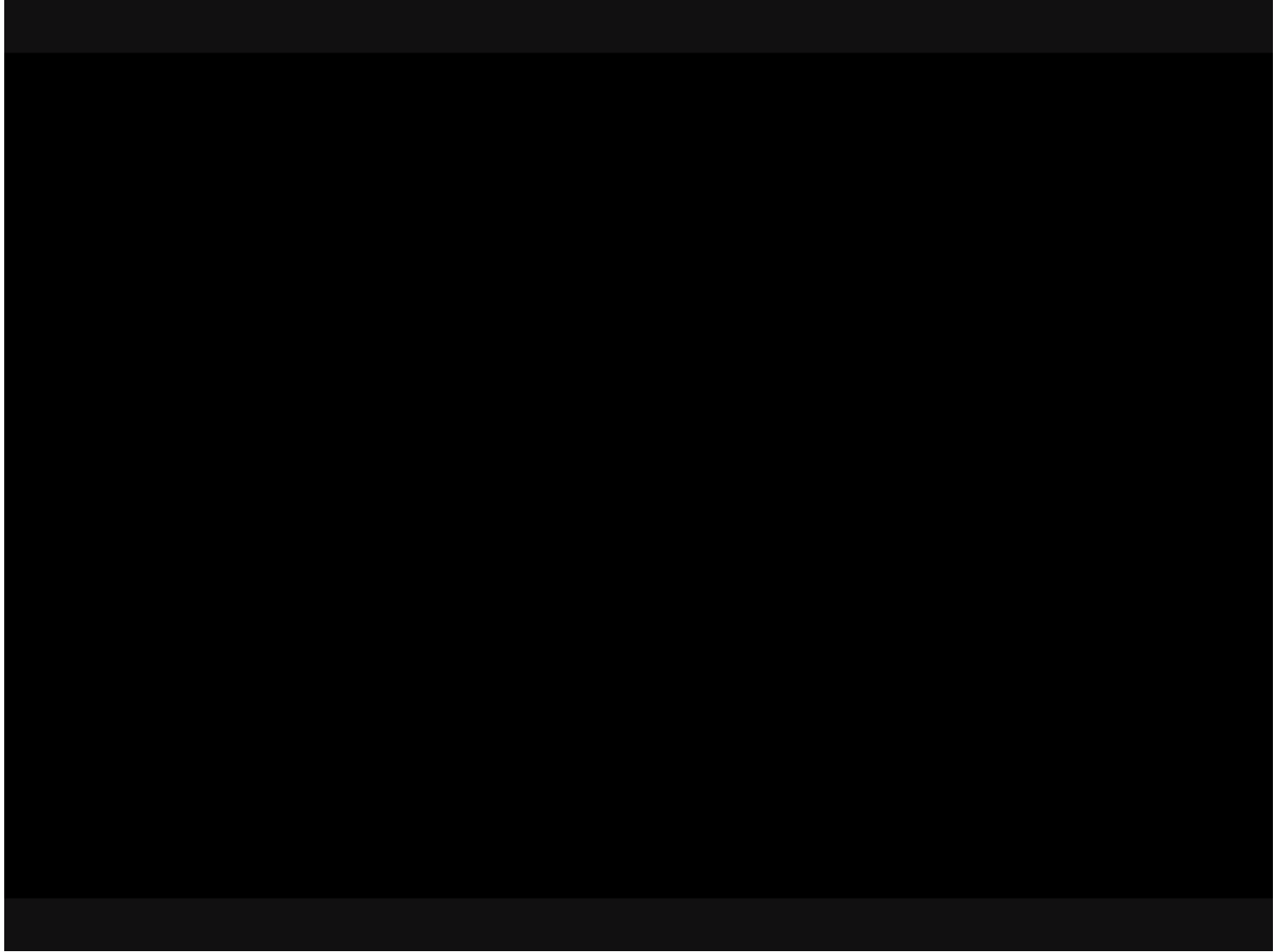
Budget

- Vice-Chancellor funding of \$14K
- Delegates charged \$95
- Initial loss of \$1.7K
- Now \$5K in black
- Tight budget – source sustainable (useful) products, eg satchel that will get used again!

Timeline of Process

- Conference Date – 4 June 2012
- Oct/Nov 2011 – Initial meeting
- Confer on – date, title, themes, colour, venue, sponsorship, budget, communications plan
- Feb 2012 –call for registrations and abstracts
- March April May 2012 – bring it all together and follow up.
- Week prior
- Month after

Conference feedback



Summary

- Purpose and vision for conference outcomes
- Committed organising committee
- Support from the Executive/Senior Staff
- Enthusiastic attendees

