

## Overview of the workshop programme

# Stress management

## How to achieve more tranquility

Summer School Solvation Science 2022

Ruhr-Universität Bochum, Cluster of Excellence RESOLV, Integrated Graduate School Solvation Science

9 June 2022 [9.00 – 12.30]

Format: In-person workshop

Target group: Postdocs and PhD candidates

Trainer: Professor Dr. Carmen Ulrich, GOLIN WISSENSCHAFTSMANAGEMENT, Berlin

Although research questions are of course very interesting, working in academia can also be very stressful. Constant challenges, time pressures and a multitude of tasks which need to be accomplished can impact on motivation, ability to achieve and also on health.

In order to reduce stress levels during demanding phases of work it is important to identify the sources of stress and to utilise individual resources in order to be resilient. Proven techniques can also help teams minimise stress and turn it into productivity.

Using insight from psychology and neuroscience, participants will be given tools with which they can effectively guard against stress. The following key topics are covered in the workshop:

- >> Basics of stress management:  
What does it take to keep things under control?
- >> Eustress and distress:  
Various sorts of stress and their effects
- >> My individual situation:  
Identifying and analysing the different sources of stress
- >> Individual strategies to deal with stress:  
Tools for application in practice
- >> Stress management:  
My next steps

Professor Dr. Carmen Ulrich, Wuppertal, is a consultant for internationalisation and quality management at the Bergische Universität Wuppertal and a freelance lecturer, author, and business coach with more than 20 years of experience at various universities in Germany and abroad. Her fields of professional activities include academic teaching [literary and cultural studies], project management, personal and scientific advice, and training. She works primarily in the areas of interculturality, conflict coaching, team communication, time management and career counseling.

## Overview of the workshop programme

# Team work & leadership in academia

**Team player – key player – head coach**

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When scientists make the transition into the labour market they are often expected to take on leadership responsibilities. Not only careers outside the higher education sector but also such in academia involve leadership roles – e.g. in the supervision of students or junior colleagues or the ‘lateral guidance’ of colleagues. A better understanding of leadership mechanisms is also useful in situations where one is being led, for example as a PhD candidate by a supervisor. ‘Bottom up’ leadership techniques can contribute to the success of cooperation in this context.

With sound knowledge of leadership, team dynamics can be optimized and situations of conflict better managed. New recruits can therefore grow with their leadership role and constructively work with their colleagues.

In this workshop participants will be introduced to the most important leadership styles and techniques and will acquire knowledge of the methodical approach to leadership tasks. The following topics will be covered:

- >> Basics of team work & leadership:  
An overview of leadership tasks and styles
- >> Manager-employee discussions as a leadership tool:  
Setting common objectives
- >> Ambiguous hierarchies:  
What does leadership mean in academia?
- >> Lateral leadership:  
The most important principles
- >> Team work & leadership competencies:  
My next steps

Dr. Simon Golin, Berlin, heads the consultancy company GOLIN WISSENSCHAFTSMANAGEMENT. For more than 25 years now he has been involved with not-for-profit management – with a focus on science, education and the foundation sector. Amongst other things, he has been managing director of the “Deutscher Studienpreis” at the Körber foundation, secretary general of the German National Ethics Council and secretary general of the Academy of Sciences and Humanities in Hamburg.

## Overview of the workshop programme

# Networking in the academic context

## Building and cultivating contacts by traditional and digital means

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Trainer: Dr. Cornelia Altenburg, GOLIN WISSENSCHAFTSMANAGEMENT, Berlin

In the light of growing complexity in the knowledge society, the ‘know-who’ is gaining in importance next to the ‘know-how’. Fortunately, in recent years the possibilities to make quick and target focused contact, be it face-to-face or via social media, have increased in number and significance. With just a few clicks you can reach out to colleagues, experts, potential employers, funders and business partners of all kind.

In the academic sector, as elsewhere, personal contacts offer chances. They help to gain co-operation partners and supporters for one’s own project, receive conference invitations, be involved in publications, and be told about interesting positions. The numerous digital interaction formats allow for a simple way of cultivating your network and staying in touch – especially now, under the contact restrictions due to the Corona virus pandemic.

Networking requires initiative and continued investment. It is helpful, in this context, to be able to rely on proven traditional and digital strategies to make the right contacts, to maintain them on a long-term basis and to find the balance between giving and taking. The following points are dealt with:

- >> Basics of networking:  
Objectives – right from the start!
- >> Before the harvest, sow:  
Building contacts face-to-face and online
- >> Network care:  
Traditional and digital opportunities
- >> Small talk as icebreaker:  
Getting into conversation confidently
- >> Networking:  
My next steps

Dr. Cornelia Altenburg, Berlin, is a historian. She is a freelance copywriter and teaches people in science and in politics in writing and communicating. She facilitates communication processes in small and in big groups. Her clients are for example the Helmholtz Centre for Environmental Research in Leipzig, Bielefeld University, the Parliament of the Federal Republic of Germany, and the German Society for International Cooperation [Deutsche Gesellschaft für internationale Zusammenarbeit – GIZ].

## Overview of the workshop programme

# Stagefright

## Reclaiming sovereignty and confidence

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Trainer: Mareike Tiede, GOLIN WISSENSCHAFTSMANAGEMENT, Berlin

An important meeting, a crucial talk, a job interview. Even with the best preparation a challenge might come your way: stagefright and stress. Suddenly your heart starts beating, breath gets caught in the throat, the words fall fast out of your mouth. Your confidence and persuasiveness? Gone!

It doesn't have to be this way. Mental strategies and physical techniques help to reduce stress and to feel relaxed again. They awaken your courage and even the delight to speak in front of others – and present your content with confidence and charisma.

In the workshop the participants learn about the physiological background of stress and stagefright to understand the benefits they can have for them. They identify their own triggerpoints and learn how to transform them. At the end of the workshop they will have their personal check-list with fast and easy methods to regain their natural and confident presence.

- >> Basics of stagefright:  
What makes us nervous?
- >> Mental power:  
The impact of imagination
- >> Stress? Gone!  
The breath as a fast lane to relaxation
- >> Inner critic?  
Coping with self-sabotage
- >> Stagefright:  
My next steps

Mareike Tiede, Wien, studied the art of speaking and pedagogy of communication in Stuttgart. Since 2004 she has been exploring how to convince others with an impactful message and how to communicate successfully. As a speaker she creates imaginary worlds on stage and in front of the microphone. As a trainer she works for companies and universities in Austria and Germany. She trains people – among others, executive staff and keynote speakers – to speak confidently on stage, to make their message irresistible and inspire their audience.

## Overview of the workshop programme

# Intercultural competence

## Avoiding misunderstandings – making the most of diversity

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Trainer: Amanda Habbershaw, GOLIN WISSENSCHAFTSMANAGEMENT, Berlin

Academia and industry increasingly act on a global scale. How nice, if this brings together the knowledge and competencies of people of different background and facilitates synergies. But intercultural communication leads often to typical misunderstandings or even conflicts which could be avoided.

Therefore intercultural competence forms an important key qualification. It strengthens the awareness of cultural differences and helps to reflect or, if necessary, to correct one's own perceptions and patterns of action. Intercultural differences can thus be bridged and a basis for an improved collaboration develops.

This workshop links theoretical knowledge with practical approaches. The participants will learn how intercultural conflicts develop, how they can be prevented – and how intercultural cooperation can prosper. The following topics will be covered:

- >> Theoretical basis:  
Definition and standards of culture
- >> Effective communication:  
Relation between culture and language
- >> The power of stereotypes:  
Self-perception & the perception of others
- >> Personal competence:  
Encountering culture as a way to personal development
- >> Intercultural competence:  
My next steps

Amanda Habbershaw, Landau, was born in London and has a Master's degree in Applied Foreign Languages. She is a certified English language and cross-cultural trainer for adults and has taught English in various universities for twenty years. Since 2012, she has developed a specialisation in scientific English and holds workshops on English communication skills for researchers and PhD candidates.