



NDS Staff Training Fund

NDS recognise staff able to undertake training and fulfil their potential are acknowledged as a happier and more productive team members.

We recognise that while the training provision provided by the University is comprehensive it does not always meet specific requirements or specialist needs, and as such staff may need to seek training outside of the University, this can be costly.

To facilitate this and in conjunction with our Silver Athena SWAN Action Plan we pledge to support a greater level of external training for staff in order to develop their skills and be of greater benefit to the department as a whole.

Who can apply:

Any employed staff of NDS can apply to this fund, and any role. Applications are encouraged from researchers, technicians, support staff and research nurses. There is the expectation that staff remain employed by NDS for 6 months after the training has finished, except when on a fixed-term contract.

What we will fund:

NDS will cover – partially or in full – funding to undertake training from an external (to the University of Oxford, OLI or OUCS) course provider or travel and accommodation costs for skills development of researchers in other labs. The only requirements are:

- The training will take place in in the next year, and you can show evidence of the set course dates.
- The training is of direct significance to your current role or to a documented planned objective set in your PDR objective setting exercise.
- You have the written support of your line manager.

What we would not usually fund:

- Conference attendance
- Professional memberships
- Publications or subscriptions
- Travel/subsistence/accommodation incurred during training (except for researchers visiting other labs for skills development)
- Follow-up or additional modules/sessions without a second application
- Exams or courses for students that are part of a degree

Budget:

Typically, up to £1,000 is available per application, there might be cases where the full costs is paid for, if there is sufficient justification.

Deadline and decisions:

Submissions are accepted throughout the year, please send you paperwork to joke.snoeck@nds.ox.ac.uk. Review of the application by the panel will happen by email, and you should get the outcome within 3 weeks of submission of the application.