

EARMA Professional Development Programme 2015 Certificate in Research Management

MANDATORY MODULES	Indicated Learning Hours	Unit Aim	Learning Outcomes	Learning Methods
Developing and Implementing Policy and Strategy	30	To help the learner gain the skills and knowledge to develop and support the implementation of policy and strategy	<ol style="list-style-type: none"> 1. Understand the difference between 'policy' and 'strategy' 2. Be able to contribute to the development of policy and strategy 3. Be able to support the implementation of policy and strategy 	<ul style="list-style-type: none"> • attend on the ½ day networking workshop • consult with the Professional Mentor • undertake self-guided learning (research, reading, work-shadow) • ask questions via Student Forum <p>Assessment through submission of short written assignments based on personal experience and research. The qualifications directly relates to the positions participants find themselves in, the assignments are based on real life examples.</p>
Understanding the European and International Research Environment	30	To help students gain an understanding of different national and organizational systems in order to facilitate effective management of European and international research projects.	<ol style="list-style-type: none"> 1. Understand how different national and organisational systems impact on the management of European and international research projects 2. Be able to identify key issues for the organisation when setting up European and international projects 	
Managing and Supporting Development of a Project Portfolio	30	To help participants gain the knowledge and skills necessary to manage a focused project portfolio	<ol style="list-style-type: none"> 1. Analyse key factors in developing a balanced project portfolio 2. Analyse the impact of full economic costing on the sustainability of research 3. Be able to monitor and identify financial risks arising from the project portfolio 4. Be able to respond to financial risks arising from the project portfolio 	
Gender and Diversity in Research Management	30	To help the learner gain the knowledge and skills to support the organization in developing a diverse research culture	<ol style="list-style-type: none"> 1. Understand the benefits and implications of considering gender and diversity in research and research management 2. Be able to assess progress towards the development of a diverse research culture 3. Be able to support organisational progress towards development of a diverse research culture 	
Working with Management Information	30	To help the learner gain the skills and knowledge to contribute to the production and use of management information	<ol style="list-style-type: none"> 1. Be able to contribute to the production of good quality management information 2. Be able to develop and use key performance indicators that are relevant to the organisation 3. Be able to use management information 	

OPTIONAL MODULES	Indicated Learning Hours	Unit Aim	Learning Outcomes	Learning Methods
Identifying New Opportunities for Funding	30	To help the learner gain the skills and knowledge to be able to identify and create the right environment to be able to respond to new funding opportunities	<ol style="list-style-type: none"> 1. Be able to evaluate the existing funding portfolio 2. Be able to identify new funding opportunities 3. Understand how to create the right environment to be able to respond to new funding opportunities 	<ul style="list-style-type: none"> • consult with the Professional Mentor • undertake self-guided learning (research, reading, work-shadow, etc) • ask questions via Student Forum
Managing Legal and Regulatory Requirements	30	To help the learner to gain the skills and knowledge to manage the legal and regulatory requirements impacting on their organisation in relation to research	<ol style="list-style-type: none"> 1. Be able to manage compliance with research-related legal and regulatory requirements 2. Be able to assess and respond to new research-related legal and regulatory requirements 	<p>Assessment through submission of short written assignments based on personal experience and research.</p> <p>The qualifications directly relates to the positions participants find themselves in, the assignments are based on real life examples.</p>
Optimising Unit and Organisational Effectiveness	30	To help the learner gain the skills and knowledge to help optimise unit and organisational performance through increased efficiency and effectiveness	<ol style="list-style-type: none"> 1. Be able to contribute to optimised organisational performance 2. Be able to optimise the unit's efficiency and effectiveness 	
Supporting the Development and Implementation of Organisational Systems and Processes	30	To help the learner gain the skills and knowledge to support the development and implementation of organisational systems and processes.	<ol style="list-style-type: none"> 1. Be able to support the organisation in developing new systems and processes Understand the key factors in managing project finance 2. Understand how to support colleagues to use organisational systems and processes 	

More info and registration www.earma.org

Contact person Katalin Toth, Professional Development Programme Admin, E-mail: pdadministrator@earma.org Skype Id: pdadministrator