

Concurrent Session F
Tuesday 1 September
11.45am – 12.35pm



Session 5

Take the Lead in Your Professional Development: Applying for Scholarships and Awards

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Tanya has been with the University of Western Sydney for more than 20 years and has worked in a range of areas including human resources, faculty operations, research management and policy development. Currently Tanya is the Associate Director Advancement Services in the Office of Advancement and Alumni which is responsible for the University's fundraising and Alumni relations. She is committed to education as an opportunity to change lives. Tanya has a Master of Commerce in Workplace Relations and undergraduate degree in applied science, and is an Associate Fellow of the Association of Tertiary Education Management. Prior to working in tertiary education, Tanya had a long career in human resources in the public sector and the TV and radio industry.

Susan has extensive experience in tertiary education management across three Australian Universities. Her experience spans administration and management in faculties and colleges, in student administration and in divisional units. Her current role is Director, HR Strategy & Services at the University of Western Sydney where her major work involves the implementation of a holistic staffing strategy for the University with a strong focus on HR systems improvements. Susan has a keen interest in the current discourse on the professionalism of the higher education worker. She is currently Chair of the UWS Early Learning Limited board and her qualifications include an undergraduate Arts degree majoring in Communications, a Master's degree in Leadership and Management in Education, and she is also a graduate member of the Australian Institute of Company Directors.

In an ever more competitive working and funding environment, enhancing your capabilities is critical to your success. You need to take the lead in ensuring that you are equipped to meet the challenges of the future. When resources are limited, however, you can still find professional development opportunities through applying for scholarships and awards.

Many universities offer their staff opportunities in the form of scholarships and awards. Other agencies such as ATEM, TEFMA and professional bodies also offer scholarships to support you on your career development journey. Scholarships and awards are available for a broad range of activities – to attend conferences, to enrol in tertiary or short courses, or to embark on study tours locally or overseas. They also allow you to showcase and benchmark your work with colleagues and peers across the globe. Many professional staff don't know about these opportunities or think it is just too difficult to apply... or both. Well it's not.

Scholarships and awards can give your career progression an advantage by increasing your access to professional development. Plus there may be financial rewards for you as well. Applying for scholarships and awards is an investment in your own career and professional development. Don't miss out on training and education opportunities just because you are not confident in preparing an application.

This presentation will do three things – first it will introduce you to a range of scholarship and award opportunities that are just waiting for an application from you, and secondly it will give you tips on lodging a strong and competitive application, and it will also give you confidence to

prepare and support nominations and applications from your staff and your colleagues. The presentation will cover gathering supporting documentation such as evidence to support your application; references and referees; and application writing techniques.

The presenters have successfully nominated a number of staff for awards, including nominating winners of UWS Vice-Chancellor's Excellence awards, UWS Vice-Chancellor Professional Development scholarships, ATEM Campus Review Best Practice awards, and the AHRI (Australian Human Resources Institute) HR Practitioner of the Year (a prestigious national award for HR practitioners). They have also successfully self-nominated for the ATEM Peter Karmel travel grant, a UWS Vice-Chancellor Professional Development scholarship and an Australian Institute of Company Directors scholarship on behalf of the Australian Scholarship Foundation, some of which have supported their travel overseas to attend and speak at conferences. In addition, one presenter sits on a range of award and scholarship selection panels including Woman of the West award, ATEM Campus Review Best Practice awards and UWS VC Professional Development Scholarships.

Our aim is to demystify the application process, so don't miss this opportunity to take the lead in your future development.