**LE PROGRAMME REGARD**

Le programme d’ateliers REGARD offre des outils concrets et pratiques pour leur carrière aux doctorantes, post-doctorantes et aux professeures. Les ateliers créent des espaces de discussion et d’échange d’expériences entre chercheuses. Leurs objectifs principaux sont le développement de compétences transversales et la mise en réseau des participantes.

La participation aux ateliers est gratuite pour les doctorantes, post-docs et les professeures des universités de Suisse romande, de la HES-SO et de l’EPFL. Les ateliers sont proposés en français ou en anglais.

**Target groups**
- Assistants, PhD candidates
- Post-docs and all positions of the mid-level faculty
- Mer and professors
- Gender mixed audience
- Some workshops are open to men

**THE REGARD PROGRAMME**

The REGARD workshop programme offers female PhD candidates, postdocs and women professors concrete and practical tools for their careers. The workshops create spaces for discussion and exchange of experiences. Their main objectives are the development of transferable skills and the networking among participants.

Participation is free of charge for PhD candidates and members of the universities of the French-speaking part of Switzerland, the HES-SO and the EPFL. Workshop language is either French or English.

**Workshop topics**
- Plan your academic career
- Project management for research
- Communication tools
- Personal development

**Description and objectives**

After this workshop, participants will have methods and tools to successfully develop, manage and supervise research projects. They will be able to:
- Set project objectives
- Structure and plan a project
- Define roles and responsibilities in projects
- Create the project budget
- Manage risks
- Establish a communication plan
- Guide and control projects in a flexible and meaningful way.

**The workshop addresses the following questions:**
- What is a project and what are the main impact factors?
- What should I do to successfully complete my research projects?
- How should I structure, plan and guide my projects?
- How should I communicate with my stakeholders (prof., team members, sponsors, etc.)?

**Approach**

After a short introduction, participants should watch videos and apply the methods to one of their research projects. During the main online session, group activities will take place, the trainer will answer questions and give personal feedback. No prior knowledge of project management is required.

**Trainer**
Dr. Carine Galli Marxer, physicist, project manager and trainer, Cubisma Ltd.

**Registration usually opens six weeks before each workshop and has to be done online over the programme’s website www.unifr.ch/regard. Once your registration is confirmed it is considered final. Withdrawal less than one week before the workshop, an absence from the workshop without excuse or explanation entail a fee of CHF 200.– (except in the case of force majeure).**

**Registration opening**
11th January 2021

**Contact**
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