

Lent Term



2024



Girton College
**Skills
Programme**

Undergraduate (year 1) Information

INTRODUCTION

A BIG WELCOME BACK TO ALL OUR FRESHERS, WE HOPE YOU'VE HAD A RESTORATIVE BREAK.

Many thanks to the many of you who completed our questionnaire about the Freshers' Induction programme; we will be working closely with the JCR to adapt and improve the programme for the new arrivals later in 2024.

Girton Skills Programme Lent Term

In this mini-guide you will find details of all the GSP events for this coming term. The academic and career strands include:

- a 4 week programme on essay writing with Dr Neal, open to students of any discipline
- a Careers Service talk on finding an internship
- an event introducing careers in finance in London
- a workshop on time management
- a project management workshop through building with Lego
- how to complete a Risk assessment Form if you are applying for funds to travel

The welfare strand includes:

- art therapy
- sessions on loneliness; relationships; confidence; better sleep; anxiety management
- weekly yoga sessions
- financial welfare advice

Personal Development Plan

You'll also find in this booklet a helpful reminder of the credits system and how you can access a grant that will support a project of your own – it might be travel for leisure, attending a course, supporting an internship or voluntary work, purchasing equipment for a hobby or something else entirely!

GIRTON SKILLS PROGRAMME HANDBOOK



WHO ARE THE GIRTON SKILLS PROGRAMME TEAM?

All general enquiries should be directed to skills@girton.cam.ac.uk

The key people in College that manage this programme are:

Dr Stuart Davis, Deputy Senior Tutor (DSTteaching@girton.cam.ac.uk)

Mr Deji Olaniyi-Maxwell, Head of Welfare and Wellbeing (howw@girton.cam.ac.uk)

Dr James Riley, Fellow for Postgraduate Affairs (rjer2@cam.ac.uk)

Mrs Victoria Argent, Head of Student Services (tutorial@cam.ac.uk)

Ms Anita Cullum, Student Programmes Administrator (skills@girton.cam.ac.uk)

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CAREERS STRAND – OPEN ACCESS LENT TERM EVENT

We are thrilled to welcome Nilesch Jethwa (Mathematics, 1997) back to Girton for a careers talk:

DEMYSTIFYING FINANCE

ON

TUESDAY 20 FEBRUARY, 6PM

Further information will be circulated at the start of Lent term, but this event will cover:

- Demystifying finance: high level view of finance (commercial banks vs investment banks - what do they do)?
- What are the different roles in a bank (and what skills do they require)?
- What are derivatives and how do they work?
- What does Marex do?

Welcome drinks will be provided from 6pm, with the talk promptly at 6.30pm. From 7.30pm there will be food, drinks and a chance to mingle and answer questions in smaller groups.

Nilesch Jethwa is the Chief Executive Officer for Marex Solutions Division (<https://www.marex.com/the-group/marexsolutions/>).



BOOKING ESSENTIAL FOR THIS EVENT
FURTHER INFORMATION WILL BE CIRCULATED IN EARLY LENT TERM.

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ACADEMIC STRAND – OPEN ACCESS EVENTS LENT TERM 2024 PROGRAMME

Managing Competing Priorities Workshop

Dr Soudi Imanikia

Tuesday 16 January, 6-7pm, Old Kitchens (10 credits)

The Careers Service: Finding an Internship

Ms Krista Cooper (Careers Service)

Tuesday 16 January, 6-7pm, Old Kitchens (10 credits)

Essay Writing 1: Concept development: reading the market (mark scheme)

and unpacking your question

Dr Matt Neal

Tuesday 30 January, 6-7pm, Old Kitchens (10 credits)

Essay Writing 2: Setting up your stall: writing a great introduction

Dr Matt Neal

Tuesday 6 February, 6-7pm, Old Kitchens (10 credits)

Essay Writing 3: Growing your business: sustaining an argument

Dr Matt Neal

Tuesday 13 February, 6-7pm, Old Kitchens (10 credits)

Essay Writing 4: Handing over the goods: wrapping up the sale with a deal-making conclusion

Dr Matt Neal

Tuesday 20 February, 5-6pm, Old Kitchens (10 credits)

How to complete a Risk Assessment Form

Dr Stuart Davis

Wednesday 28 February, 6-7pm, Old Hall (10 credits)

Project Management (note different time)

a practical, team session (pizza and lego included)

Dr Steve Cummins

Thursday 29 February, 5-7pm, Old JCR (10 credits)

Exam Preparation

Dr Matt Neal

Wednesday 6 March, 5.30-6.30pm, Old JCR (10 credits)

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WELFARE STRAND – OPEN ACCESS EVENTS LENT TERM 2024 PROGRAMME

Confidence (Mindfulness)

Elizabeth English

Monday 22 January, 6-7pm, Old Kitchens (10 credits)

Loneliness (Acceptance Commitment Therapy)

Wendy Lee

Monday 29 January, 6-7pm, Old Kitchens (10 credits)

Better Sleep

Elizabeth English

Monday 5 February, 6-7pm, Old Kitchens (10 credits)

Relationships (Acceptance Commitment Therapy)

Wendy Lee

Monday 12 February, 6-7pm, Old Kitchens (10 credits)

Financial Welfare

Nicky Shevlane, Financial Welfare Officer

Monday 19 February, 6-7pm, Old Kitchens (10 credits)

Anxiety Management

Deji Maxwell, Head of Welfare and Wellbeing

Monday 26 February, 6-7pm, Old Kitchens (10 credits)

Exam Stress (Acceptance Commitment Therapy)

Wendy Lee

Monday 4 March, 6-7pm, Old Kitchens (10 credits)

Art Therapy (TBC)

Monday 11 March (10 credits)

Yoga

Jesse Ng

Wednesdays evenings 6-7pm and Friday mornings at 9-10am from 6 February, Pavilion

skills@girton.cam.ac.uk

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WELFARE STRAND – FURTHER INFORMATION

Confidence (Mindfulness)

Mindful practice calms and refreshes you through the day. You learn to track your nervous system responses to stressful situations and become skilled in managing body and mind. This builds resilience and confidence, and the ability to feel firm and grounded under pressure.

Loneliness (Acceptance Commitment Therapy)

‘Loneliness is a crowded room’. Have you ever noticed how often, and when, loneliness shows up in your everyday life? This workshop(s) will take a curious look at loneliness as an object in you/ your life and identify its associated characteristics and patterns. It will provide you with the psychological tools to handle your thoughts and emotions that will enable you to be more comfortable with being alone and feeling lonely so that you can act on them more effectively.

Better Sleep - A mindfulness-based approach

Combining current sleep research with mindful practices, this course teaches pathways to good quality sleep. Expanding on vital research in mindfulness, you build healthy sleep patterns, and ‘re-discover’ refreshing sleep at night. We also focus on what ‘gets in the way’ of good sleep, and how our daytime choices affect our ability to rest at night.

Relationships (Acceptance Commitment Therapy)

How well are your relationships supporting your time at Cambridge? What are the qualities that matter in the kind of relationships that you want to have with others (academic tutors, peers, romantic etc)? What is your heart’s deepest desires for how you want to treat yourself, others and the world around you? This workshop(s) will help you relate your thoughts and feelings with what you value in your relationships. It will also provide you with the psychological tools to enable you to live the values that matter most to you in your relationships at Cambridge.

Financial Welfare

Gain essential money management skills, learn budgeting techniques, and discover strategies to navigate student loans. Acquire the knowledge to make informed financial decisions, setting the foundation for a secure and prosperous future.

Anxiety Management

Explore practical techniques to manage stress, build resilience, and foster a positive mindset. Learn mindfulness practices, effective coping strategies, and tools to navigate academic pressures. Don't let anxiety hinder your academic journey—empower yourself with the skills to achieve balance and well-being.

Exam Stress (Acceptance Commitment Therapy)

When is stress helpful and unhelpful towards your exams? This workshop(s) will explore some of your thoughts and emotions that are helpful/ unhelpful - pre, during and post - exams. It will also provide you with some psychological tools to handle thoughts and emotions to enable you to more effectively manage stress associated with exams.

Art Therapy

Join us in a supportive and expressive environment where art becomes a powerful tool for self-discovery and stress relief. No artistic skills required—just bring an open mind. Release your emotions through colours and shapes and experience the therapeutic benefits of art. Nurture your well-being and express yourself in a whole new way.

GIRTON SKILLS PROGRAMME HANDBOOK

ASK A LIBRARIAN

Look out for Jenny Blackhurst, the Girton Librarian, and/or Kasia Drabeck, the Deputy Librarian in the Social Hub or at Swirles Court at the times listed below.

Kasia will be happy to answer any of your questions about library and online resources. Jenny will be happy to answer any of your questions about how to reference sources correctly, as well as library and online resources.

ROVING DEPUTY LIBRARIAN WITH KASIA DRABEK

- Monday 22 January, 4pm in the Social Hub
- Monday 5 February, 4pm in the Social Hub
- Monday 19 February, 4pm in the Social Hub
 - Monday 4 March, 4pm in the Social Hub
 - Monday 11 March: 4pm in the Social Hub

ROVING REFERENCE CLINIC WITH JENNY BLACKHURST

- Monday 22 January, 5pm at Swirles Court
- Monday 29 January, 4pm in the Social Hub
- AND Monday 29 January, 5pm at Swirles Court
 - Monday 12 February, 5pm in Swirles Court
 - Monday 26 February, 5pm at Swirles Court

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PERSONAL DEVELOPMENT CREDITS SCHEME

What is the scheme?

Many of our events and talks carry a 'credit' that can be awarded if you do the following:

- Attend the event or talk
- Complete the short online feedback form within the 7 day window provided

Our Student Programmes Administrator will keep a record of how many credits you have been awarded, although you may want to keep your own record too. For this reason your feedback on the session will include your name, but no names will be attached to the feedback on the session which is provided to the Girton Skills Programme team.

Find out more by dropping in anytime during this zoom Q&A session 11am, Tuesday 16 January:
<https://us02web.zoom.us/j/87680427213>

Why collect credits?

If you earn enough credits to meet the advertised threshold, you will be eligible to apply for a Personal Development grant. The value of the grant is expected to be between £200 and £500 per student.

To access this grant you will need to submit a short statement about your intentions to use the financial support by a deadline in Easter Term. The grant can be used towards anything that you see as important to your personal development....

Suggestions include:

- travel (for academic or leisure purposes)
- supporting volunteer work or an internship
- purchasing equipment for a hobby such as photography, sport or music
- attending a course to learn a skill or a language...
- anything you see as helping you develop!

How many credits do I need to be able to apply for a grant?

During the academic year 2023-24 you will need to achieve 100 credits to be eligible for a Personal Development Grant.

How does the scheme work?

As noted above, we will keep a record of your credits earned through attendance and completion of the feedback forms. In early Easter Term we will let you know if you have met the threshold to apply for a grant. Make sure you get your application statement to us by the deadline set! We will then let you know if your proposal has been accepted.

If you don't have enough credits to reach the threshold you can carry some forward to the next academic year.

Any questions? email skills@girton.cam.ac.uk