



HEaTED

Delivering professional development
for the technical workforce

Your Professional Development Route Map

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@HEaTEDtechs #HEaTEDtechs



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Summary

- Future trends in the technical job market – helping you prepare.
- The support, networks, training and development activities available to you.
- Work with other professionals to share best practice and leave with an action plan..
- **Shape the future provision available through HEaTED and request tailored activities – note down your answers to the pink questions**

Why do you need an action plan?

The UK needs 70,000 new technicians every year, that's 700,000 in the next decade.

The technical skill set is increasingly in demand and technical roles are diversifying. Is your organisation ready?

[HEaTED](#) support professional development of the technical workforce and are here to support you to proactively manage your own career development.

We will let you know what to expect, what skills the technical workforce needs and what support is available to you through HEaTED.



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Future trends

The Future of Work: Jobs and skills in 2030

- The technical profile of many jobs will increase
- High demand for individuals with a blend of technical training and skills and softer collaborative skills
- Increased demand for those willing and able to jump across specialist knowledge boundaries as technologies and disciplines converge
- Increased demand for individuals with multi-disciplinary technical, commercial and management skills

Future trends

What skills will be in demand in the future job market

1. Skilled trade jobs including plumbers and electricians. Due to the continuing focus on university education as opposed to trade or technical programmes.
2. Engineering jobs - mechanical, electrical and civil engineers are in short supply and high demand.
3. Sales representatives - there is a shortage of experienced sales people who can effectively contribute to an organization's revenue growth.
- 4. Technicians - new technology trends present a challenge for companies as they try to find people with current skills to manage them.**
5. Accounting staff - competent accounting staff are in high demand globally

Future trends

The hardest job to fill in 2015

1. Skilled Trade Workers
2. Drivers
3. Teachers
4. Sales Representatives
5. Administrative Professionals
6. Management/Executives
7. Nurses
- 8. Technicians**
9. Accounting and Finance Staff
10. Engineers

Technicians in the top 10 in 2006, 7, 8, 9,10, 13 and 15 – that's 7 of the last 10 years!

Future trends

What does this all mean?

Challenges for employers

- Increased competition for skilled technical staff
- Difficultly filling vacancies, longer recruitment processes
- Aging workforce
- Succession planning essential
- Apprenticeship programmes – apprenticeship levy

Future trends

What does this all mean?

Opportunities for technicians - technical skills are in demand.

BUT technicians must be:

- Agile and able to work cross-discipline
- Commercially minded
- Up to date with their professional development
- Ready to respond to new challenges
- Collaborative
- Visible

HEaTED - helping you prepare

- What is HEaTED?
- What do you need?
- How can HEaTED help you prepare for future challenges?



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What is HEaTED?

Delivering professional development for the technical workforce

- Membership organisation
- Specifically for technical staff
- Over 70 Member Institutions
- Providing support for over 7000 individuals
- [Sign up FREE](#) today



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What do you need?

How HEaTED support

- You personally
- Your technical workforce
- Your institution

Note down one thing HEaTED could do to support your professional development



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Training & Development

**Professional
Registration**



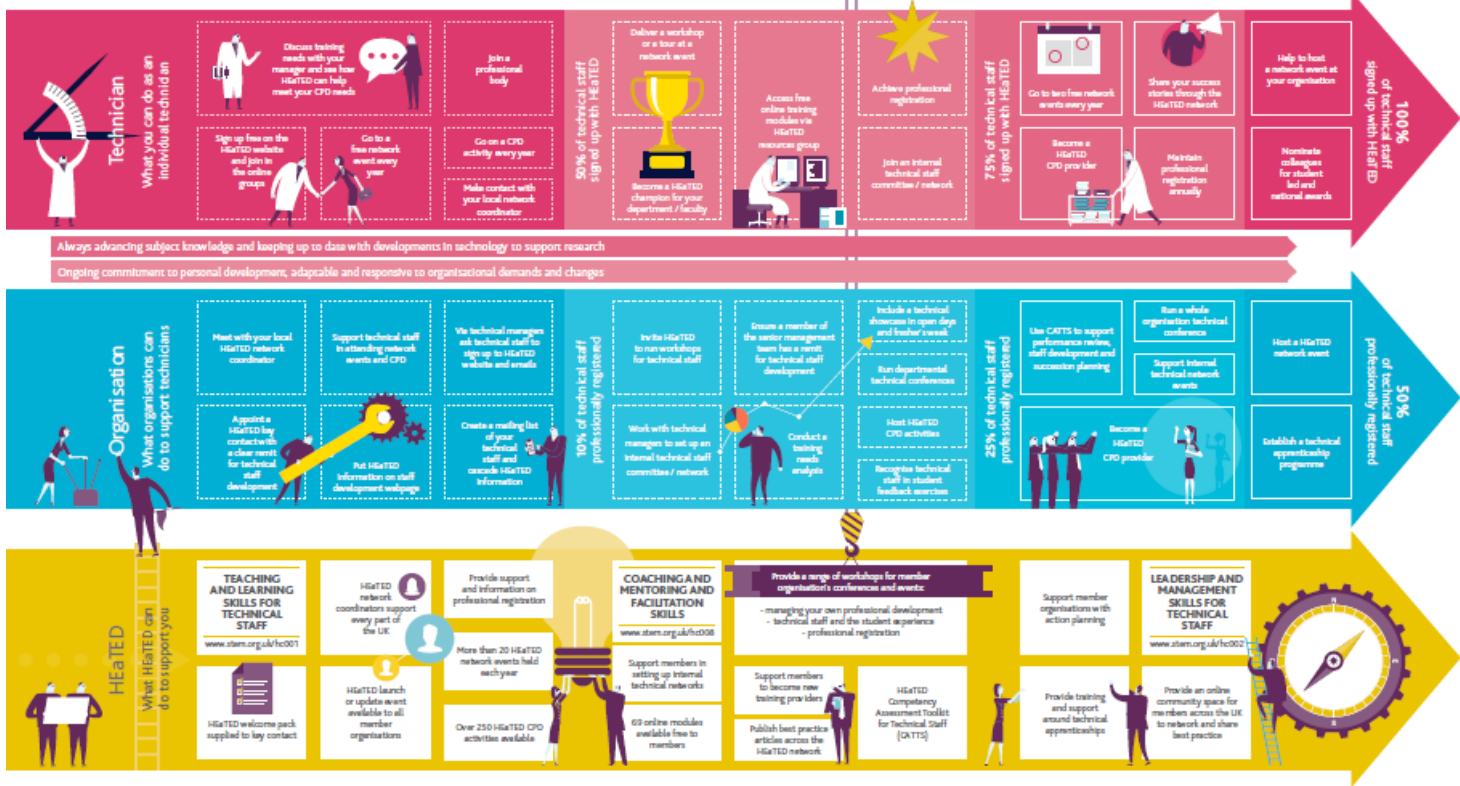
**HEaTED
Networks**

CATTS

Professional Development Route Map

HEaTED PROFESSIONAL DEVELOPMENT ROUTE MAP

Technical staff engaged in professional development are more motivated, adaptable, efficient and more easily retained by their organisations, so how can individual technicians and organisations ensure technicians stay engaged? And what can HEaTED do to help?



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Training and Development

ISSUE 01 - SUMMER 2016

HEaTED
MAGAZINE

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Professional development route map

How you, your organisation and HEATED can support technicians

Our CPD listing is packed with practical and innovative CPD, selected especially for technicians. In addition to those listed in the following section, we have hundreds more online - and we are adding new CPD activities to our website all the time.

We can also create bespoke CPD to fit your needs, and bring it to your institution.

Find out more by visiting www.stem.org.uk/heated/cpd

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STEM LEARNING

HEATED Magazine

Sent to all member organisations
Search online listings or download [here](#)

HEATED CPD LISTING • FOR OUR FULL SELECTION OF CPD VISIT WWW.STEM.ORG.UK/HEATED/CPD

Welcome to the HEATED CPD listing

The course provided was excellent with a very professional and knowledgeable instructor.

Become a member

We offer both individual and institution memberships. If your institution is already a member, then all technical staff are automatically covered. This opens the door for staff to access a range of member benefits specific to their area or relevant to their specific training and development needs.

Comprehensively cover the safe use of glassware, organic liquids and associated equipment in a college or other environment.

Price and member discounts on request

Look for dates and venues online

This CPD is offered as a bespoke activity

www.stem.org.uk/heated for more information.

FOR OUR FULL SELECTION OF CPD VISIT WWW.STEM.ORG.UK/HEATED/CPD • CPD LISTING

<p>CREATIVE ARTS AND MEDIA</p> <p>CAPIVATE 101: YELLOW BELT</p> <p>Rapidly access powerful and engaging animations, interactive learning and related open-source software programming or multimedia knowledge.</p> <p>Activity fee £107</p> <p>Member fee £227.45</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht1040</p>	<p>HEALTH AND SAFETY</p> <p>ABRASIVE WHEELS</p> <p>Learn with the theory and practicalities needed to safely fit and maintain hand held portable disc grinders.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht151</p>	<p>CARRIAGE OF DANGEROUS GOODS BY AIR CERTIFICATION</p> <p>Approach the ICAO/IATA authority, the CTO will employ with the skills and knowledge to prepare shipment of dangerous goods for transport by air.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht114</p>
<p>CINEMA 4D 301: YELLOW BELT</p> <p>Can't have this interactive 3D package can be used for creating amazing still images for print and creating subtle video for education, TV, web and film.</p> <p>Activity fee £207</p> <p>Member fee £227.45</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht1341</p>	<p>A COUNTER TERRORISM AND BUSINESS COURSE FOR STAFF IN EDUCATION</p> <p>Real awareness of the threat from terrorism and how to implement simple, straightforward measures to improve safety and security in your workplace.</p> <p>Activity fee £25</p> <p>Member fee Free</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht145</p>	<p>CARRIAGE OF DANGEROUS GOODS BY ROAD</p> <p>Refresh your skills and knowledge required to correctly prepare shipment of dangerous goods for transport by road.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht200</p>
<p>CREATIVE CLOUD FOR DESIGN</p> <p>Learn the essential tools necessary to construct your own complete motion graphics and enhance your video projects.</p> <p>Activity fee £207</p> <p>Member fee £227.45</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht1319</p>	<p>ACCIDENT, INCIDENT AND OCCUPATIONAL DISEASE TRAINING WORKSHOP</p> <p>It is inevitable that someone in your workplace will have an accident. Get an overview of accident and incident management.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht1374</p>	<p>CARRIAGE OF DANGEROUS GOODS BY ROAD AND SEA</p> <p>Gain the knowledge and skills to safely move dangerous goods by road.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht155</p>
<p>ILLUSTRATOR 101: YELLOW BELT</p> <p>Produce an exciting graphic project using Illustrator and learn the skills to create and incorporate vector graphics for different projects.</p> <p>Activity fee £207</p> <p>Member fee £227.45</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht1050</p>	<p>BASIC PRACTICAL ELECTRONICS</p> <p>Learn how to recognise and use basic electronics components and test equipment.</p> <p>Activity fee £100</p> <p>Member fee £144</p> <p>Look for dates and venues online</p> <p>www.stem.org.uk/ht1387</p>	<p>CARRIAGE OF DIAGNOSTIC AND INFECTIOUS SUBSTANCES BY AIR</p> <p>Based on International Air Transport Association regulations, you will cover packaging requirements, labelling and documentation of infectious substances.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht136</p>
<p>DESIGN AND TECHNOLOGY</p> <p>INTRODUCTION TO LASER CUTTING AND ENGRAVING</p> <p>This one-to-one course is designed to give you fundamental knowledge and operating skills to laser profile and engrave a range of materials.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht1040</p>	<p>BIOHAZARD TRAINING WORKSHOP</p> <p>Understand the risks biohazards pose in the workplace and how to safely and effectively manage biohazards in the workplace.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht1371</p>	<p>COMBINED LABORATORY AND CHEMICAL CASES SAFETY AWARENESS FOR UNIVERSITIES</p> <p>Comprehensively cover the safe use of glassware, organic liquids and associated equipment in a college or other environment.</p> <p>Price and member discounts on request</p> <p>Look for dates and venues online</p> <p>This CPD is offered as a bespoke activity</p> <p>www.stem.org.uk/ht1313</p>

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Training and Development

- Standard [course listings](#)
- On demand / in house courses in your Institution
- Bespoke sessions tailored to suit your needs
- New courses added on a needs basis
- If you need it we can source it, ask HEaTED first
- By our members for our members
- Hundreds of technicians access training through HEaTED
- Save £'s by booking through HEaTED
- **What are your training needs this year?**
- **What do you want to see running in your area?**



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Training and Development

We are seeking new course providers

**Confidence Building - Profile Raising - Career Progressing
Revenue Generating**

What can you, your department, your organisation offer?

[Teaching & Learning Skills for Technical Staff Module 2](#)

gain the skills necessary to develop into a training role

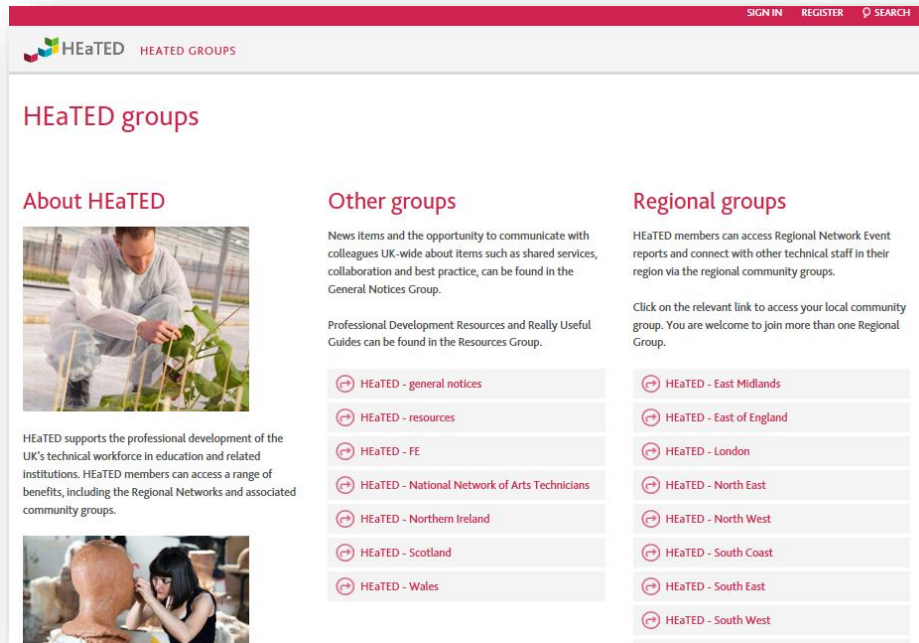
HEaTED Networks - be visible



- Cover the entire UK
- Free network events
- Connect and collaborate with peers and colleagues from other organisations
- You set event agendas
- Workshops, tours, presentations, discussions and more.
- Over 850 technicians attended HEaTED events last year
- You can attend events in ANY location
- Details of all events on our [website](#)
- Full member organisation list [here](#)
- **What do you want at future events?**

HEaTED Networks

HEaTED Online Groups



The screenshot shows the HEaTED website interface. At the top, there are navigation links for 'SIGN IN', 'REGISTER', and 'SEARCH'. Below the header, the main content area is titled 'HEaTED groups'. It is divided into three columns:

- About HEaTED:** Features a photo of a person working with plants and text stating: 'HEaTED supports the professional development of the UK's technical workforce in education and related institutions. HEaTED members can access a range of benefits, including the Regional Networks and associated community groups.'
- Other groups:** Includes text about 'News items and the opportunity to communicate with colleagues UK-wide about items such as shared services, collaboration and best practice, can be found in the General Notices Group.' and 'Professional Development Resources and Really Useful Guides can be found in the Resources Group.'
- Regional groups:** Includes text: 'HEaTED members can access Regional Network Event reports and connect with other technical staff in their region via the regional community groups.' and 'Click on the relevant link to access your local community group. You are welcome to join more than one Regional Group.'

Below the text are two columns of links, each with a right-pointing arrow icon:

- Other groups links:** HEaTED - general notices, HEaTED - resources, HEaTED - FE, HEaTED - National Network of Arts Technicians, HEaTED - Northern Ireland, HEaTED - Scotland, HEaTED - Wales.
- Regional groups links:** HEaTED - East Midlands, HEaTED - East of England, HEaTED - London, HEaTED - North East, HEaTED - North West, HEaTED - South Coast, HEaTED - South East, HEaTED - South West.

- Your virtual Network
- Free to use
- Connect with technicians from across the UK
- Share resources
- **What can you share?**
- **What could you ask for help with?**

CATTS - recognising your skills

HEaTED Competency Assessment Toolkit for Technical Staff

HEaTED members asked for help with organisational and individual performance assessment.

- CATTS is specifically for technical staff, designed by Technical Managers and HR professionals
- CATTS changes the way technicians explore performance. Shift in thinking towards continuous review and improvement
- CATTS resource pack/toolkit assesses current competency and supports planning for future demands and needs

CATTS

CATTS addresses 5 key competency areas as Modules:



CATTS

Each Module - Behavioural Indicators

The 5 CATTS Modules

Behavioural indicators PROFESSIONAL PRACTICE	Behavioural indicators THE STUDENT EXPERIENCE	Behavioural indicators LEADERSHIP & MANAGEMENT	Behavioural indicators PLANNING & ORGANISING RESOURCES	Behavioural indicators GOVERNANCE & COMPLIANCE*
<ul style="list-style-type: none"> ▶ Use initiative and problem solve ▶ Responsibility for machinery or equipment ▶ Use tools and instruments ▶ Investigate, Assay & Research, model and implement ▶ Gather, record and manipulate data ▶ Provide critical input & feedback. 	<ul style="list-style-type: none"> ▶ Providing information and advice about procedures for using equipment or resources ▶ Provision of technical support within a service centre or academic teaching or research area ▶ Technical Support provided during scheduled learning and teaching activities ▶ Support provided with guided independent study ▶ Support provided with fieldwork ▶ Involvement with the preparation of coursework and or curating. ▶ Involvement with presentation or exhibition of students work for assessment purposes. ▶ Input to informal assessment 	<ul style="list-style-type: none"> ▶ Role in team ▶ Exercise of leadership to others 	<ul style="list-style-type: none"> ▶ Operational planning ▶ Strategic planning 	<ul style="list-style-type: none"> ▶ Organisational Policy and Procedures ▶ Health & Safety

CATTS

Within each behavioural indicator there are **5 levels of competency** to be matched against:

1. Learner
2. Experimentalist
3. Practitioner
4. Specialist
5. Expert



The aim is to progress through these levels

CATTS

Successful implementation will mean...

Technical staff regularly assess their own competency and professionalism and own their own development.

Line managers / reviewers engage regularly with their reviewees to ensure a competent, proactive, professional workforce ready to respond to changing needs.

CATTS is available NOW, £250 member organisations and £450 non members. Payment is per institution.

CATTS

Institutions using CATTS

- University of Westminster
- University of York
- University of Southampton
- Coventry University
- Northumbria University
- University of Exeter
- University of Lincoln
- University of Derby
- Brunel University
- King's College London

Professional Registration

The role of HEaTED

- All HEaTED courses help you meet the competencies – make every CPD instance count
- HEaTED Network Events and contribution to the Online Groups demonstrate your commitment to professional development and contribution to the Technical Community
- [Sign posting](#) routes to Registration
- Hundreds of technicians use HEaTED activities as evidence for application or renewal of professional registration
- Successfully lobbied for an equivalent professional register for the Arts.



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Your next steps

Get involved - use your member benefits

- Update your profile and let us send you emails
- Host and come to free HEaTED Network [Events](#)
- Register and post in the [Online Groups](#)
- Access training courses in person and online
- Run your own course through HEaTED
- Tell HEaTED what training you need
- Tweet!!
- Write - share your best practice through our magazine, website and online groups

What's coming up near me?

- Coaching and mentoring skills for technicians, King's College London, 6 October
- Premiere Pro ACA, London, 24 – 28 October
- PAT training course, Epsom, 25 October
- Basic practical electronics, City and Islington College, 14 November
- Illustrator ACA, London, 5 – 9 December
- London & South East Network Event, University of Reading, 16 February 2017

What do you need?

Shape HEaTED's future provision

- **Note down one thing HEaTED could do to support your professional development**
- **What are your training needs this year?**
- **What courses do you want to see running in your area?**
- **What do you want to see at future events?**
- **What can you share in the online groups?**
- **What do you need help with?**

Contact Us

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