

# PROFESSIONAL DEVELOPMENT HANDBOOK

Global and Lifelong Learning



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# UNLOCK YOUR POTENTIAL

## What we do

The University of Kent is a globally recognised university. We provide excellent learning and training opportunities for domestic and international audiences. Across the classroom and the workplace, our courses and partnerships cater to the diverse needs of students, apprentices, employers, professionals, businesses and organisations. They include professional development training, higher degree apprenticeships and professional short courses (micro-credentials and CPD).

We offer both bespoke and off the shelf training packages. These span the areas of teaching and research of the University of Kent, and include business management, finance, digital transformation, artificial intelligence, cultural intelligence, law, engineering, computing, cybersecurity, biosciences, architecture, design, heritage, languages (including English for special purposes), interdisciplinary child protection, social work, health care services, psychology and autism.

In addition to professional development training, we offer apprenticeships in professions such as fundraiser, policy officer, charter manager, social worker, operational research specialist and senior leader; and online short courses in a variety of topics including business, marketing, autism, fundraising, law, journalism, history and politics.

## Professional development at Kent

Our professional development and CPD training is delivered by the University of Kent's world-class academics and industry experts across the range of our University's research and teaching expertise. Our dedicated team helps our clients identify their training needs, and develops, designs and delivers appropriate training to meet them.

Depending on your needs, our bespoke training can range from half a day to several weeks, be tailored to both senior leaders and junior staff, and be provided online or in person at different locations. We offer competitive packages for regional, national and international clients, and a range of services to choose from.

The cost of our packages is identified through collaborative scoping with our clients to determine the level of expertise and skills required from our academic staff to deliver the training, and the appropriate level of administrative support to meet our clients' budget and desired learning outcomes. Our rates are based on the University of Kent's spine reward strategy for academic and professional staff, and the associated costs of those roles.

Join us, and unlock your potential.

## Why do it?

Professional development has numerous benefits for both individuals and companies. It helps:

- Individuals to unlock their potential, widen their career prospects and advance professionally
- Companies and organisations to improve their operations, performance and competitiveness
- Employers and staff to become more valuable in their field, agile and resilient
- Inter-sectoral mobility, leadership and business growth.

Many organisations have dedicated funds for the professional development of their staff.

## Why choose Kent?

Research, innovation, engagement and impact are our strategic pillars. As a world-leading university, we can offer you the following:

- Expert, cutting-edge and applicable knowledge
- Training by qualified academics and professionals in engaging and innovative ways
- Access to the University of Kent's extensive professional, service and industry networks
- Opportunities for further cross-university business collaborations, knowledge transfer partnerships (KTPs) and talent recruitment
- Maximised professional and business impact by exploring and implementing new ideas.

Our partners include Small Business Charter, the NHS, Kent Police and Kent County Council. Kent Business School is among the 1% of business schools with a triple crown award from leading accreditation bodies. Our courses are accredited by the University of Kent, CPDUK and other professional bodies.

## Our services

Our services include advice and guidance on identifying your training needs, course design and delivery, teaching materials and resources, extra-curricular activities, cross-university collaborations and networking.

**Whether your goal is to learn new skills, enrich your knowledge, advance your career or boost your business, we can help you achieve it.**



# EXECUTIVE EDUCATION

## Business Skills for Success

This course covers the essential aspects of successfully developing and managing your business: operations, finance, growth and innovation, marketing, change, customer relations and HR. Designed for senior leaders and decision makers, it will help you better manage, grow and successfully take your business to the next level. This course has a hands-on evidence-based approach and includes real-world case studies. By the end of it, you will be able to identify and better navigate the challenges that your business faces, and develop a concrete business growth plan for your specific business needs. Led by our Kent Business School's world-class academics.

**Course specifics:** blended in-person and online delivery; 32 hours

## Corporate Governance and Finance

This course delves deeper into the challenges of corporate governance and finance. Designed for senior leaders and decision makers, it explores corporate governance in a global context, sustainability, banking and finance, managing and leading people, AI, analytics and organisational decision making. Across theory and practice, this course gives you the opportunity to conceptualise wider sector challenges and develop applicable solutions. Led by our Kent Business School's world-class academics.

**Course specifics:** choice of in-person or online delivery; 18 hours

## Executive Project Management

This course focuses on enhancing project management skills for professionals working at a high decision-making level. It examines best project management practices, strategies and mindsets; it likewise engages with best communication and operation management practices so that projects are not only better managed but also better implemented. It offers a holistic and applicable approach to project management. Led by our Kent Business School's world-class academics and industry experts.

**Course specifics:** choice of in-person or online delivery; 10 hours

## AI in Business: Challenges and Potential

In today's fast-changing world, this course addresses a crucial business concern: the risks and challenges of AI technology. It uniquely combines legal, regulatory and sector perspectives, and explores the different ways AI can be used for business optimisation, marketing and growth. Topics include transparency, privacy, bias and governance; computational intelligence, machine learning and financial forecasting; Gen AI, Blockchain, XR and digital analytics; predictive and prescriptive analytics, and AI implementation in various industries. By the end of it, you will improve your AI literacy, identify the potential of AI for your business or professional context, and learn how to draft key AI legal documents. This course is ideal for SMEs and professionals from any industry. Led by the University of Kent's world-class academics and industry experts.

**Course specifics:** choice of in-person or online delivery; 15 hours

## Discover and Develop your Cultural Intelligence

This course is designed to enhance your cultural intelligence (CQ). CQ refers to the capability to relate and work effectively across cultures. It encompasses one's ability to successfully adapt to unfamiliar cultural contexts and thrive in diverse settings. It comprises motivation, knowledge, strategy and behaviour. In today's globalised world, cultural intelligence is increasingly vital for both personal and professional success, enabling meaningful cross-cultural relationships and effective international collaboration. The course includes a standardised CQ assessment by the Cultural Intelligence Center. By the end of it, you will develop an action plan of how to best implement your CQ in your personal and professional contexts. Led by University of Kent facilitators certified by the Cultural Intelligence Centre.

**Course specifics:** online delivery; 6 hours

## Coaching

This course helps you gain clarity regarding your professional role, development and life-work balance. It guides you in how to set meaningful goals and develop strategies to achieve them from both a personal and a professional perspective. Coaching plays a key part in developing a deeper sense of belonging, improving employee engagement, growing and developing a diverse workforce, and giving leaders and managers skills to facilitate a culture of growth and a positive mindset. This course is ideal for managers, business leaders and decision makers. Led by the University of Kent's leading professionals and industry experts.

**Course specifics:** choice of in-person or online delivery; 3 hours

## Leadership and Change

This course helps you identify and implement appropriate leadership behaviours in dynamic organisations operating at both national and international levels, and how to effectively anticipate, plan, implement and sustain change. It examines the difference between leadership and management, leading and influencing teams, strategic leadership and leadership in different cultures. It offers development activities to improve effectiveness and self-reflection, cultivating a leader's mindset. For its part, managing change is a key challenge and key skill for any leader. This course offers an advanced understanding of how change can be better conceptualised, implemented and managed across different levels within the organisation from individuals to teams, in terms of psychology and operations, and at sectoral and societal levels. Led by the University of Kent's world-class academics and industry experts.

**Course specifics:** choice of in-person or online delivery; 20 hours



# INTERNATIONALISATION OF EDUCATION

## Internationalisation of Education: An Expert's Approach

This course explores the latest frameworks and practices for how to internationalise education in terms of organisation, institutional process and strategy, and the associated challenges and potential in a globalised world. It examines different processes and procedures of internationalisation, management and leadership, their impact on staff, teams and structures, and the opportunities and challenges of international partnerships. This course is ideal for decision makers, senior managers and policymakers. By completing this course, you gain a deeper understanding of the different levels at which your organisation can be internationalised efficiently and effectively. Led by the University of Kent's expert educators and practitioners.

**Course specifics:** choice of in-person or online delivery; 8 hours

## Global Learning: Internationalised Student Experience and Teaching

This course examines what internationalisation means for student experience and outlines best practices to achieve it. It has an applied approach and discusses programme design, quality assurance and accreditation, e-learning and digital transformation; as well as student engagement, classroom approaches to internationalisation, intercultural communication and employability. The course likewise explores innovative international pedagogies such as COIL (collaborative online international learning) and co-creation. It is ideal for practitioners and professionals with student-facing, and teaching and learning roles. By completing this course, you will gain an applied understanding of the different ways internationalisation can be introduced to your students as part of teaching and beyond it. Led by the University of Kent's world-class expert educators and practitioners.

**Course specifics:** choice of in-person or online delivery; 8 hours

## Innovation in Teaching

This course aims to develop a wider theoretical and practical understanding of innovation in teaching. It explores different strategies to improve teaching and learning, as well as student attainment and outcomes, with a focus on inclusivity, diversity, creativity, and the use of digital technologies and AI. It likewise explores innovative pedagogies such as COIL (collaborative online international learning) and co-creation. Taking an evidence-based approach, this course is aimed at educators, managers and policymakers seeking to better conceptualise innovation, its potential and benefits; and to develop ways to implement it in their classroom and organisational structure. Led by the University of Kent's world-class academics and expert educators.

**Course specifics:** choice of in-person or online delivery; 8 hours



## Understanding International Research

This course offers insights into best practices for internationalising one's research. This includes understanding and reaching wider audiences through different output activities, familiarising oneself with international organisations, funding bodies and future employers, and developing one's international networking potential; as well as how to optimise international partnerships and incorporate international perspectives into one's work. This course also addresses the benefits of international, interdisciplinary and intersectoral mobility, offering a holistic approach to the topic. Led by the University of Kent's world-class academics and industry experts.

**Course specifics:** choice of in-person or online delivery; 6 hours

## English Language and Culture for specific purposes

This hands-on course will help you improve your English language knowledge by expanding its use for specialised purposes, and provide you the opportunity to practice your language skills in different scenarios in teaching, research, administration, business and other professional settings. The course also provides insights into English culture including history, heritage, and everyday and professional practices so that you can develop an accurate sense of appropriate and effective language use. The content can be adjusted to your specific requirements, type of activity and level of language competency. Led by the University of Kent's language experts.

**Course specifics:** choice of in-person or online delivery; 18 hours

## Discover and Develop your Cultural Intelligence

See previous page.

# SUBJECT-SPECIFIC COURSES

Given the range of our dynamic academic offer and research expertise, our subject-specific courses include topics from the following University of Kent Schools and Centres:

- [Kent Business School](#)
- [School of Natural Sciences](#), including Crime Scene House
- [School of Computing](#), including the [Institute of Cyber Security for Society](#)
- [School of Arts and Architecture](#), including the [Centre for the Sustainable Built Environment](#)
- [School of Engineering, Mathematics and Physics](#)
- [School of Economics and Political Science](#)
- [Kent Law School](#)
- [School of Social Sciences](#), including the [Centre for Child Protection](#) and the [Centre for Health Services Studies](#)
- [School of Humanities](#), including the [Centre for Medieval and Early Modern Studies](#)
- [School of Psychology](#), including the [Tizard Centre](#), for the study of autism, intellectual disability and community care, and the [Parkinson's Centre](#)

## Added value

Completing our courses gives you access to the University of Kent's extensive alumni network and further professional and business development opportunities such as apprenticeships, professional degrees, online short courses, knowledge transfer partnerships and talent recruitment.

## Notes

The above list of courses is not exhaustive. Courses can be taken individually or combined to suit different needs; and contents, duration and mode of delivery can be adjusted.

Our offer is subject to our Terms & Conditions and Cancellation policy as stated on our website.



# DEVELOP YOUR BESPOKE TRAINING

If you would like to work with us to develop your bespoke professional training, we will arrange a call with you to discuss your requirements and needs. To help you prepare for this, please fill in this form: <https://forms.office.com/e/U097yJypnH>

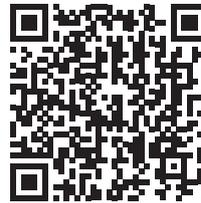
Alternatively, you can get directly in touch with:

Dr Eve Kalyva  
Professional Development  
E: [e.m.kalyva@kent.ac.uk](mailto:e.m.kalyva@kent.ac.uk)  
T: +44 (0)1227 823236

## Contact us

Our Professional Development team is here to help you identify your training needs, and design and deliver bespoke training to match them. We can introduce you to a range of professional training opportunities such as CPD-accredited courses, apprenticeships and professional postgraduate degrees offered by the University of Kent, as well as business collaboration opportunities. To find out more, get in touch.

[kent.ac.uk/professional-development-training](https://kent.ac.uk/professional-development-training)



Website



Enquiry form



