

17th April 2025

Research Orientation

Carol O'Dwyer
HR Research
Advisor



UCC

University College Cork, Ireland
Coláiste na hOllscoile Corcaigh



European
Commission



HR EXCELLENCE IN RESEARCH

Welcome To Our New Research Staff!!



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Order of Speakers Today

- Carol O'Dwyer, HR Research(People & Culture Dept)
- Dr Paolo Saporito, UCC Research
- David Corkery, UCC Innovation
- Donna O'Doibhlin, Research and Digital Services Boole Library

Meet the HR Research Team



Mary Kate O'Regan
HR Business Manager
marykate.oregan@ucc.ie

Carol O'Dwyer
HR Research Advisor-
Training/Secondments/Visiting
Agreements
carol.odwyer@ucc.ie

Olivia O'Leary
Research Support Officer-
CARDEA
oliviaoleary@ucc.ie

Niamh Buckley
HR Coordinator(SEFS,CACSS)-
Contract Management/Payroll
Niamh.buckley@ucc.ie

Laura McSweeney
HR Coordinator(COMH,COBL)-
Contract Management/Payroll
L.mcsweeney@ucc.ie

Aoife Bruce
Research Assistant-
Advertising
AbBruce@ucc.ie

Mary Colette Sheehan
Research Assistant-
Advertising
marycolettesheehan@ucc.ie

New Staff Checklist

Make sure to:

01

Activate your IT Account(Email etc.)

You need your IT account to access UCC's IT systems. To gain access, call the IT Staff Service Desk on 021 4902120

Quote your new staff number (found on your contract) when requesting access. If you don't have your staff number, contact your line manager.

02

Activate your Employees Self Service (ESS)

ESS is your portal to apply for leave, view salary payments and access to training. See [here](#) for more details.

For help contact
hrsupport@ucc.ie

03

Apply for PPS number(for non Irish citizens)

You will need a PPS Number if you need one to access public services and to pay tax. You will need a PPSN number and register your employment in order to avoid Emergency Tax.

See [here](#) for more details

New Staff Checklist Continued

Make sure to:

04

Register with Revenue.ie

First time employees in Ireland should register for “**MyAccount**”.

For instructions on how to do so please click [HERE](#)

05

Set up an Irish Bank Account

Information available at this [link](#)

For proof of employment/address letters for bank accounts please contact hrsearchqueries@ucc.ie

06

Get Your Staff Card

Contact HR Reception at 021 4903603 or staffcards@ucc.ie.

HR Research: What We Do

Personal & Professional Development

Career Management Structure

Recruitment

Contract Management

Salary Administration



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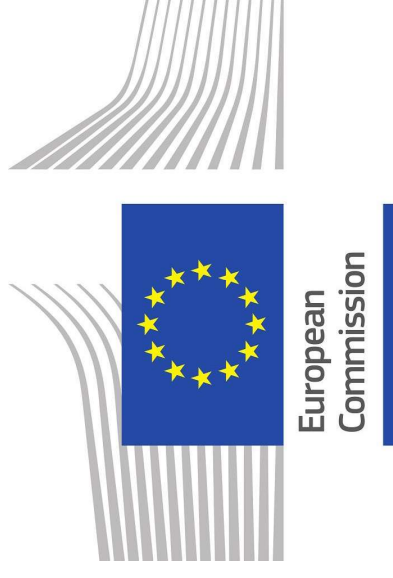


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The European Charter for Researchers

In 2005, the European Commission adopted a European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers

- Set of general principles and requirements relating to :
 - roles
 - responsibilities
 - entitlements





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HR Excellence in Research Award

The "HR Excellence in Research" award gives public recognition to research institutions that have made progress in aligning their human resource policies with the principles set out in the "Charter & Code

4 Thematic Areas

1. Ethical and Professional Aspects
2. Recruitment ([OTM-R](#))
3. Working Conditions & Social Security
4. Training and Development

ADVANTAGES OF HR EXCELLENCE IN RESEARCH

- Adds **value** to funding applications
- Demonstrates a **commitment** to good working conditions and career development for researchers
- It **promotes this commitment** to researchers who might be considering moving to your institution.
- **Promotes innovation** and creates a framework for change



- Traditional **career trajectory** for researchers has changed dramatically since the turn of the century
- Research training and development is now very important
- We encourage our Postdoctoral Researchers to proactively consider their future career goals well before the end of their postdoctoral phase. This foresight is crucial as traditional academic career paths are becoming increasingly competitive and less common



Career Development for Postdoctoral Researchers at UCC

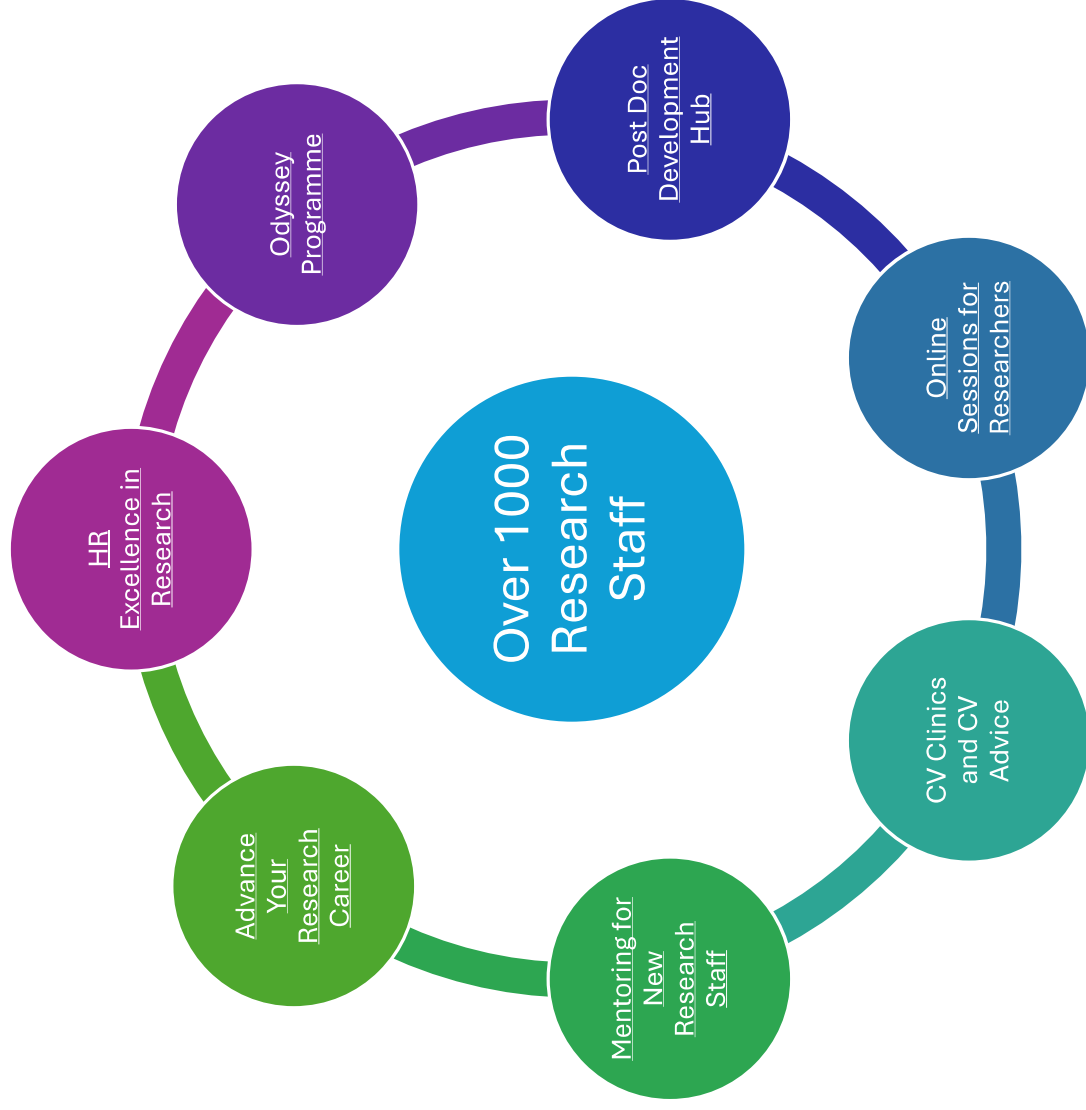
Your dream job is unlikely to materialize without effort, but the good news is that having a plan significantly improves your chances of success.

Developing Transferable Skills

- Identifying and honing your transferable skills is a vital first step in preparing for your future career. Conducting a training needs analysis will guide you in creating your Professional Development Plan (PDP). Regular professional training is essential, but it is equally important for postdoctoral researchers at UCC to engage in career-development discussions with their Principal Investigator (PI) or supervisor. Regularly reviewing progress and discussing career goals are necessary components of effective career development.
- UCC provides a range of resources and support to help you in your career development journey:
- Please see researcher training at this link: [Researcher Training | University College Cork \(ucc.ie\)](https://ucc.ie/researcher-training)



Supports & Initiatives Available



HEA Odyssey Programme



HEA

- A new programme to enable Research Staff and final year PhD students to pursue rewarding careers beyond academia.
- Highlights the significant differences and/or advantages to the many workplace cultures that exist beyond academia.
- Looks at the metrics for success beyond academia
- Explores career opportunities available to researchers in a range of work environments
- Develops researchers existing skills (there are many!)
- Develop a career action plan

Please visit the HR
Research website
by clicking [here](#)

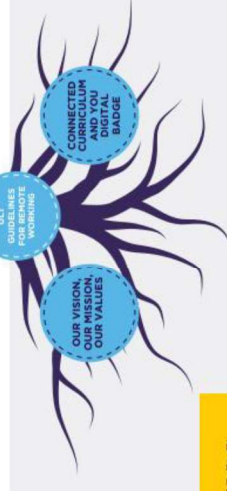
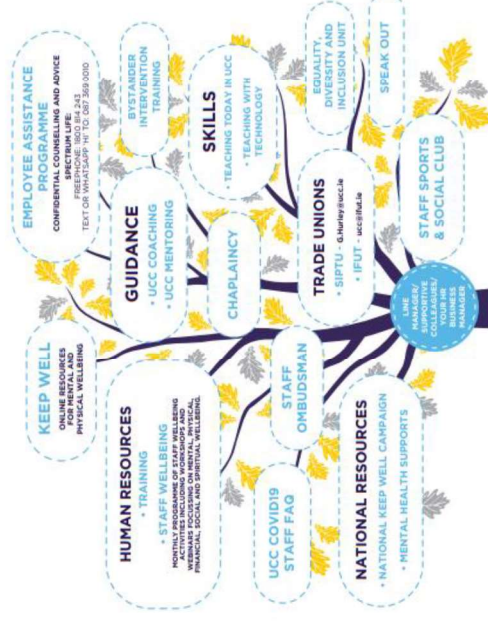


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SUPPORTING UCC STAFF RESOURCE TREE SHOWING STAFF RESOURCES

The "Acorn to Mighty Oak" has come to symbolise students' academic and professional development journey throughout their time at UCC. We believe this is also true for our staff, in alignment with this rich metaphor, the support services available to our staff are presented in the form of a **Resource Tree**. This tree depicts the support services and resources available to staff and provides links to further information about each service.



IFUT - UCC Branch

Irish Federation of University Teachers

The trade union representing academic staff, researchers, and librarians within UCC

Open to all, regardless of contract status (full-time, part-time, temporary)

Affiliated to the Irish Congress of Trade Unions

UCC Branch Chair: Dr Edward Lahiff

Secretary: Dr Jacqui O'Riordan

Researcher Coordinator: Dr Brendan Palmer

Web: www.ifut.ie

Email: UCC@ifut.ie



- <https://www.siptu.ie/>
- SIPTU Rep UCC is Gary Hurley
- G.hurley@ucc.ie





- UCC's Bystander Intervention Programme educates and empowers staff and students to recognise and respond to incidents of sexual harassment and violence and other forms of unacceptable behaviour in study, work and social environments.
- Completing this training will impact positively on your own university experience by cultivating a shared responsibility and capacity to contribute to a safe and respectful staff and student experience.
- Watch the Introductory video [here](#)
- Register for the UCC Bystander Intervention Digital Badge and develop your ability to contribute to a safer campus experience

To register go to **bystanderintervention.ucc.ie**

UCC Research Staff Association

- The UCC Research Staff Association provides help, advice and a voice for contract researchers workers both within UCC and nationally.
- [Link to UCC RSA web pages](#)





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University College Cork, Ireland

Thank You!

Any Questions?