

STAR Networking – Creating Connections

Tuesday, October 3, 2023

TOP TIPS

Participants at the STAR Networking event were split into small groups to discuss answers to questions focused on research administration career development. Below is the top advice shared by the participants.

ROUND 1

Discussion Question

What resources, training/education, or advice helped you improve or advance in your research administrator career?

1. Attend relevant conferences and workshops, such as [VPRI STAR](#) or [Canadian Association of Research Administrators](#) events
2. Find a good mentor (informal or formal, such as through U of T's [Rose Patten Mentorship Program](#))
3. Be a good mentor to junior staff
4. "Control the chaos with care and compassion"
5. Initiate and conduct [informational interviews](#)
6. Complete the free, self-paced TCPS 2 [Course on Research Ethics](#) to improve your knowledge of research involving human participants
7. Be open to different approaches to work and communication
8. Network with colleagues

ROUND 2

Discussion Question

What top three skills help you succeed in your research administrator role?

1. Influence without authority
2. Stay open-minded by asking questions and staying curious about new things
3. Pay attention to details and be accurate
4. Learn and use project management skills
5. Be able to communicate with different stakeholders. Adjust tone and formality as needed
6. Understand the big picture – what is my role in the research landscape and in the context of the [University's research goals](#)?