



The
University
Of
Sheffield.

Registrar
& Secretary's
Office.

Dear Colleague,

I am delighted to formally invite you to the Registrar's event on Monday 18 November 2013. We have invited 350 professional staff from across Faculties and Professional Services.

It provides an opportunity to meet new people and build connections as well as find out more about the work we are doing to value the talent of our professional staff. We hold these events every six months, inviting different staff to each event and the feedback from our last event was overwhelmingly positive.

The event will run from 2.00 pm until 4.30 pm with afternoon tea served before the event starts at 2.30 pm. The event will be held in Convocation Hall, Octagon Centre. Our programme for the event is as follows:

2.00 pm - Arrival and afternoon tea

The event will start promptly at 2.30 pm so please arrive in enough time to get registered, have afternoon tea and find your table.

2.30 pm - Welcome and Introduction

2.35 pm - Registrar's Presentation

Change, Challenge and Opportunity within Higher Education, and the role of professional staff in Sheffield helping make the University a success.

3.00 pm – Table Discussion

3.25 pm – Refreshments

A short break and opportunity to meet colleagues from other departments.

3.40 pm – The Student Experience

4.15 pm – What does the Sheffield Professional mean to you?

4.30 pm - Session Close and Review

I look forward to seeing you at the event.

Dr Philip K Harvey
Registrar & Secretary