



# Suggested training institutes

Below is a list of external institutes that offer relevant training courses and workshops. The list is merely meant to help you get started; you can also enrol in a course or workshop at an institute that does not appear on the list. Discuss your plans with your supervisor and indicate the institute where you would like to take the course on your registration form. The Academy Career Centre will make the arrangements for you.

## ICM

### *Explanation*

Employees can enrol in ICM courses either individually or as a group, provided they can show how the course will support their sustainable career development.

### *Examples*

Dealing effectively with resistance, writing policy proposals and advisory reports, agile foundation, presenting, storytelling, management without power, growth hacking, Google Analytics essentials

### *Website*

[www.icm.nl](http://www.icm.nl)

## ProActief UvA

### *Explanation*

Employees can enrol in ProActief courses either individually or as a group, provided they can show how the course will support their sustainable career development.

### *Examples*

Management for beginners, senior talent, time management, exploring your career path

### *Website*

[www.proactief.uva.nl](http://www.proactief.uva.nl)

## Leiden University

### *Explanation*

Employees can enrol in courses at Leiden University either individually or as a group, provided they can show how the course will support their sustainable career development.

### *Examples*

Academic writing for PhD students, negotiating, mind mapping

### *Website*

<https://www.medewerkers.universiteit leiden.nl/cursussen>

## Schouten en Nelissen

### *Explanation*

Employees can enrol in Schouten en Nelissen courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Assertiveness, management without power, advisory skills

### *Website*

[www.sn.nl](http://www.sn.nl)

## The School of Life

### *Explanation*

Employees can enrol in School of Life courses either individually or as a group, provided they can show how the course will support their sustainable career development.

### *Examples*

Pitching and presenting, influencing and persuading, the best perfectionist

### *Website*

[www.theschooloflife.com](http://www.theschooloflife.com)

## Denkproducties

### *Explanation*

Employees can enrol in Denkproducties seminars individually, provided they can show how the seminar will support their sustainable career development.

### *Examples*

Asking questions, verbal mastery, never too busy again

### *Website*

[www.denkproducties.nl/seminars](http://www.denkproducties.nl/seminars)

## PCDI

### *Explanation*

PhD students and postdocs can enrol in PCDI courses either individually or as a group, provided they can show how the course will support their sustainable career development.

### *Examples*

Employability outside academia



*Website*

<https://pcdi.nl>

## Lifelong

*Explanation*

PhD students and postdocs can enrol in Lifelong courses as a group (not individually), provided they can show how the course will support their sustainable career development.

*Examples*

Flourishing for PhD candidates

*Website*

[www.lifelong.eu](http://www.lifelong.eu)

## Hakuna Matata

*Explanation*

Employees can enrol in Hakuna Matata courses as a group (not individually), provided they can show how the course will support their sustainable career development.

*Examples*

Blogging about your research, catchy and persuasive presentations, media training

*Website*

<http://hakunamatata.nl>

## ElroyCOM

*Explanation*

PhD students and postdocs in ElroyCOM courses as a group (not individually), provided they can show how the course will support their sustainable career development.

*Examples*

Subjects include selling science, women at the top, careers, communication, management and leadership

*Website*

<https://elroycom.nl>

## Claartje van Sijl

*Explanation*

PhD students and postdocs can enrol in Claartje van Sijl courses as a group (not individually), provided they can show how the course will support their sustainable career development.

*Examples*

Working soft in science, scientist with heart and soul

*Website*

[www.vansijl.com/services/ecr/working-soft-in-science-workshop](http://www.vansijl.com/services/ecr/working-soft-in-science-workshop)

## Rosemarijn Koenen

### *Explanation*

Employees can enrol in Rosemarijn Koenen courses as a group (not individually), provided they can show how the course will support their sustainable career development.

### *Examples*

House of fear and courage, intervision, talent workshop

### *Website*

[www.rosemarijnkoenen.nl](http://www.rosemarijnkoenen.nl)

## Odyssee Groep

### *Explanation*

Employees can enrol in the Odyssee Groep's pensions course individually.

### *Examples*

Pension in sight

### *Website*

[www.odyssee-groep.nl/nl/pensioen-in-zicht.aspx](http://www.odyssee-groep.nl/nl/pensioen-in-zicht.aspx)

## Bureau Zuidema

### *Explanation*

Employees can enrol in Bureau Zuidema courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Understanding advising, understanding influence

### *Website*

[www.bureauzuidema.nl](http://www.bureauzuidema.nl)

## SRM

### *Explanation*

Employees can enrol SRM courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Online communication in one day, advisory skills

### *Website*

<https://www.srm.nl/>



## De Baak

### *Explanation*

Employees can enrol in Van de Baak courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Myself and the others, Perfectionist and empowered, Young Professionals!

### *Website*

<https://debaak.nl/>

## Van Harte en Lingsma

### *Explanation*

Employees can enrol in Van Harte en Lingsma courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Personal profile, communication training, interaction & conversational techniques

### *Website*

<https://www.h-l.nl/>

## Nederlandse Vereniging van Journalisten (NVJ)

### *Explanation*

Employees can enrol in NVJ courses individually, provided they can show how the course will support their sustainable career development.

### *Examples*

Master class in writing for the web, filming with your smartphone, vlogging for beginners

### *Website*

<https://www.nvj.nl/nvj-academy>

## Miscellaneous

### *University Teaching Qualification ('BKO')*

The Academy will cover the cost of the programme leading to a University Teaching Qualification (*Basis Kwalificatie Onderwijs*, BKO), but researchers must arrange a teaching place themselves and their salary will not be paid. Most Dutch universities have a BKO course.

### *Language course*

Employees can enrol in language courses at a variety of training institutes, provided they can show how the course will support their sustainable career development. They must choose an accredited language training institute, for example Taalcentrum VU ([www.taalcentrum-vu.nl](http://www.taalcentrum-vu.nl)), UvA Talen ([www.uvatalen.nl](http://www.uvatalen.nl)), BLTC, (<https://www.bltc.nl/uk/>), or Babel ([www.babel.nl](http://www.babel.nl)).

### *Agile and Scrum*

Employees can enrol in Agile and Scrum courses (Agile foundation, Scrum, Scrum master) either individually or as a group, provided they can show how the course will support their sustainable career development. Various training institutes offer courses on these topics; please consult the Career Centre.

### *Growth hacking*

Employees can enrol in courses on growth hacking individually or as a group, provided they can show how the course will support their sustainable career development. Various training institutes offer courses on this topic; please consult the Career Centre.

### *Programming*

Employees can enrol in courses on programming individually or as a group, provided they can show how the course will support their sustainable career development. Various training institutes offer courses on this topic; please consult the Career Centre.