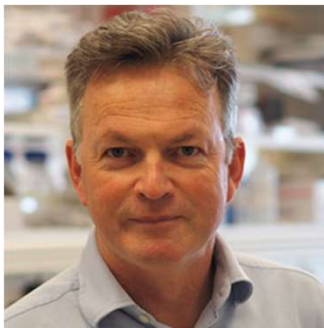


# New Starters Induction

## Part 1 Welcome Session (NDCN)



# Welcome from the Head of Department



**Professor Kevin  
Talbot**

Head of Department  
and Professor of  
Motor Neuron Biology

“Welcome to the Nuffield Department of  
Clinical Neurosciences, the largest  
clinical neurosciences department in  
Europe.

I look forward to meeting you all over  
the coming weeks and wish you all the  
best for your time in the department.”

# NDCCN induction process



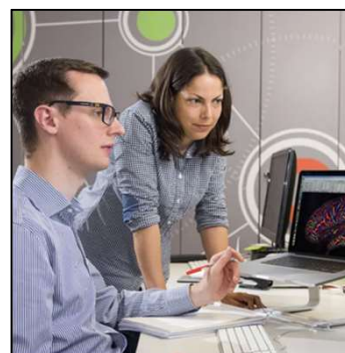
Online induction



[www.ndcn.ox.ac.uk/about/induction/welcome](http://www.ndcn.ox.ac.uk/about/induction/welcome)



Health and safety  
briefing with  
Facilities Team



Group or team  
induction



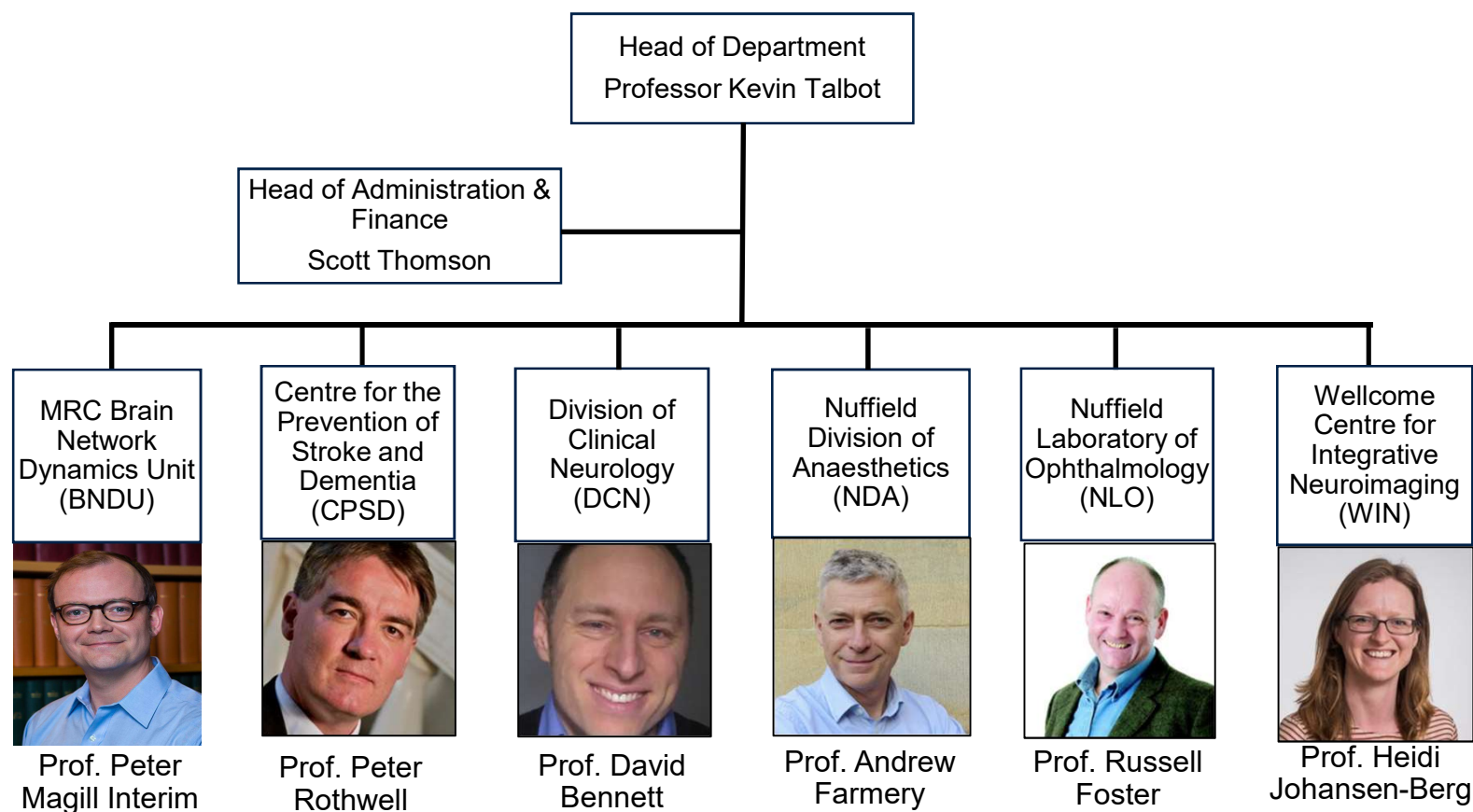
**Employed/visiting  
staff only:**

One-to-one/right to  
work check with  
Human Resources  
Team

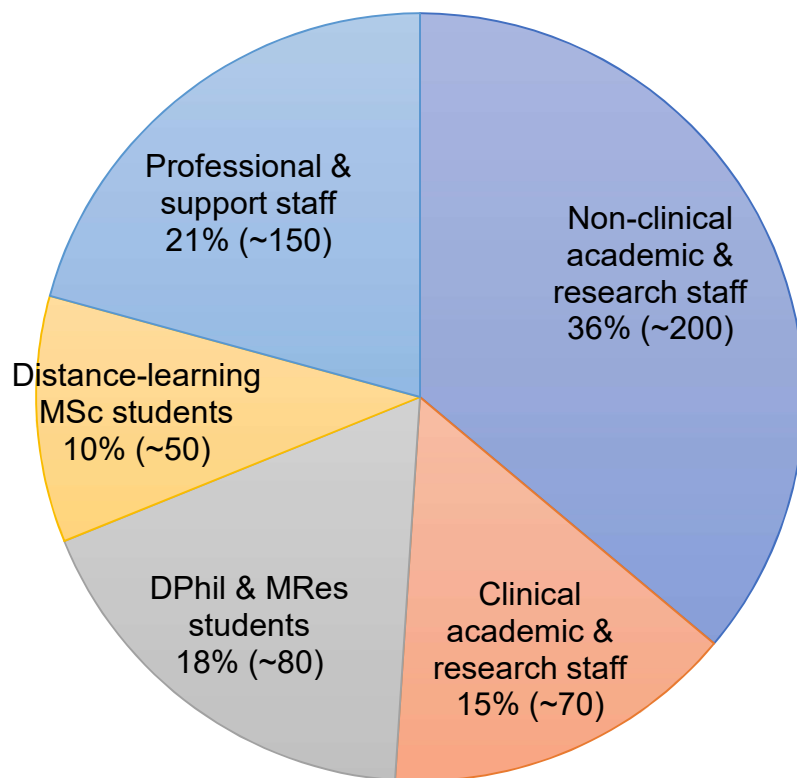
# What we will cover today

1. Overview of key information for finding your way around the department
2. Reminder of what to do in your first few weeks
3. Meet other members of the department
4. Your questions so far

# Structure of NDCN



# Who and where is NDCN?



Wolfson Building



Functional Magnetic Resonance Imaging Building (FMRIB)



Weatherall Institute of Molecular Medicine (WIMM)



West Wing



Kadoorie Centre



Oxford Simulation, Teaching and Research (OxSTaR)



Brain Network Dynamics Unit (BNDU)

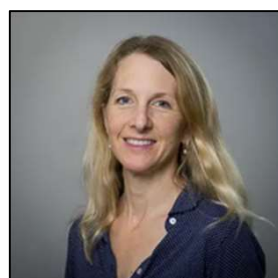


New Biochemistry Building

# Who to contact: NDCN Admin Team



Scott Thomson  
Head of Administration &  
Finance



Vicky Anderton  
Academic Administration  
Manager  
[graduate@ndcn.ox.ac.uk](mailto:graduate@ndcn.ox.ac.uk)  
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# What to do in your first few weeks:

1. Complete the three mandatory induction training courses (staff):
  - Implicit Bias in the Workplace (15 mins)
  - Challenging Behaviour: Dealing with Bullying and Harassment in the Workplace (80 mins)
  - Online IT Security Awareness Training (50 mins)
2. Set up IT and network access:
  - Apply for your Medical Sciences Division IT account
  - Activate your Nexus email, once you have received your Bodleian card from HR
3. Request a profile on the departmental website by emailing [communications@ndcn.ox.ac.uk](mailto:communications@ndcn.ox.ac.uk)
4. Meet with your line manager:
  - Request access to any network drives
  - Ask about key local contacts and additional building inductions



# What's coming up?

## University inductions



Online induction



Research staff: **online**  
Professional Services staff: **TBC**

## NDCN events



New Starter's Lunch - staff  
**TBC**

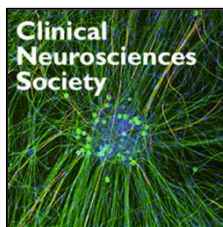
## NDCN funding



Public Engagement Fund



Parents' & Carers' Career Fund



CNS Staff Training Fund – staff only

## Training



Medical Sciences Division Skills Training



People and Organisational Development (POD)

# Questions?