UCD Research Managers and Administrators Network (URMAN)
URMAN Induction Resource Signposts

There is a wealth of information relevant to induction and orientation for new staff available on the UCD website, accessible in a number of locations but all linked through the **UCD People & Organisation Development: Supporting New Starters in UCD page.** A part of this includes local induction. However, sometimes the most relevant support can actually come from relationships across different units in the University. URMAN, the **UCD Research Managers and Administrators Network** was established in 2013 to facilitate these relationships, especially for Research Managers and Administrators, who may be hired in centralised support units or directly working with researchers in many capacities. URMAN has created this summary document to help signpost the information that is available, with particular reference to Research Managers and Administrators moving into new roles in UCD.

https://www.ucd.ie/urman/	**UCD Research Managers and Administrators Network** URMAN holds regular networking and information events throughout the year and provides resources to members. **Sign up on the membership tab:** URMAN welcomes applications from all personnel with a research manager or administrator role in UCD and all personnel in Support Units providing services to Researchers. New members are invited to meet with members of the Advisory Group for a monthly **informal welcome and induction** over coffee. If you would like to become more involved, **consider joining one of our working groups:** ● Events Working Group ● Membership & Communications Working Group ● Career Development Working Group ● AIREN Working Group Join the conversations in our Workvivo Space and LinkedIn URMAN network. You can get in touch with URMAN Advisory Group though urmanexec@ucd.ie
http://www.ucd.ie/research/portal	**UCD Research & Innovation Services Portal** The UCD Researcher Portal includes a comprehensive suite of documents, information and points of contact, spanning the entire research project lifecycle, based on the "researcher journey". It is a "one stop shop" of virtually all the resources needed to manage Research within UCD.

 https://airen.network/	**All-Island Research Excellence Network** The All-Island Research Excellence Network (AIREN), led by University College Dublin (UCD), Queen's University Belfast (QUB) and Ulster University (Ulster), is a network dedicated to supporting research managers and administrators (RMAs) across the island of Ireland (IOI). The initiative commenced in January 2021 and was funded through the InterTradeIreland (ITI) Synergy Programme from January 2021-March 2023. AIREN has received additional funding starting December 2023 from the Higher Education Authority (HEA) to grow and expand the membership and activities of the network. Through AIREN, research managers and administrators (RMAs) across the island of Ireland will be proactive and develop new ways to support existing and build new cross-border collaborations. Full details about AIREN can be found here.
 https://earma.wildapricot.org/	**EARMA – European Association of Research Managers and Administrators** UCD is an institutional member of EARMA, so all research managers and administrators working in UCD are eligible to be members. This can be arranged through the institutional contact point, Andrea Forde, or by emailing urmanexec@ucd.ie. EARMA provides a useful European network, and provides training and events throughout the year, including an annual conference.
 http://www.ucd.ie/peopledevelopment/ourservices/newtoucd	**UCD People & Organisation Development: Supporting New Starters in UCD** UCD People & Organisation Development, a part of HR, has a landing page for Supporting New Starters. This provides links to: ● the **Work@UCD** page ● the **UCD onboarding page** is available through InfoHub which provides comprehensive checklists, information and actions pre-arrival, first week and first month ● information on booking the centralised **Orientation for New Employees** Programme which is run a number of times per year ● information on the **Local Induction Process** which includes a Local Induction Checklist and Employee Orientation Policy document and a number of other resources.