



Training and support

For events and meetings that move research forwards



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Online
Event
Design



Training
and
facilitation



In-Person
Event
Design



Hybrid
Event
Design



Facilitated
networking



Event
hosting

Read on to find out about...

- What I offer and why
- Training workshops
 - Introductory events training
 - Advanced events training
- Event design consultancy
- Facilitation and hosting
 - Facilitated networking
- Why work with me
- Next steps



NB. You can click through to the bit you are most interested in

“

Alongside her **friendly and supportive** approach, Sarah understands how to **make research come alive for an audience**, and how to get conference delegates to quickly feel connected.

Nick Posford, Evaluation Society

”

Why we gather and why it matters

In research, we gather in lots of different ways for many different reasons including conferences and seminars, public involvement workshops, knowledge exchange and interdisciplinary research collaboration meetings.

- We gather to **connect** - to meet like-minded people who share our interests.
- We gather to **communicate** - to share research and learn from others.
- We gather to **collaborate** - to have conversations and make plans that move research forwards.

The stakes are high

Research impact often depends on gathering to share research with practitioners or policymakers. Funders increasingly expect public involvement or interdisciplinary collaboration. Budgets are tight so gatherings need to deliver more to justify the time and expense. Research culture initiatives rightly demand more diverse voices and greater inclusion. And research gatherings can be a rare opportunity for collaboration on global problems – but only if they are designed to facilitate conversation and lasting change.

Gathering is a central part of modern research, but many of people organising these events have never had any training or guidance on how to do it well. That's where I can help. I help research organisations design and deliver events that are purposeful, effective and enjoyable.

How I can help

I help organisations design and deliver events that make the most of the time we spend together. Logistics matter, but I specialise in the things that are harder to get right like making space for real connection, genuine inclusion, and exchanges that lead to long-term impact.



TRAINING WORKSHOPS

Helping beginners and experienced organisers run better events



CONSULTANCY AND MENTORING

Working 1-to-1 or with a team to plan events, workshops or meetings



FACILITATION AND HOSTING

Chairing events, facilitating workshops, facilitated networking



Training workshops



“ Thanks for a **fantastic session** this afternoon – I found it **super useful** and will definitely be taking a lot forward for future events! ”

Training participant, University of Bath

Get Started with Gathering: Introductory Research Events Training

Organising a conference is often seen as a rite of passage for budding academics, or just part of the job for research professionals. However, most people are never offered any support or training to do it well. That can result in disappointing events that perpetuate bad practice and lost confidence.

This training helps early career researchers and research professionals understand all the moving parts involved in running research-related events and put them together in the right order to produce an event they can be proud of.

Participants will learn about

- Defining the purpose and structure of your event
- Event operations, budgets and logistics
- Planning the event content and approaching contributors
- Managing speakers and other contributors
- Marketing, communications, registration and audience management
- Essential tasks before, on and after the big day

Gathering with Purpose: Advanced Research Event Training

Once you've got a few successful events under your belt you might start noticing recurring problems or want to do something a bit more creative.

This course is for research professionals or researchers who have nailed the basics of event planning and want to up-level their skills and start improving things.

Participants will learn about

- What it means to gather with purpose and create an outcome-driven event
- Understanding how people learn and making events effective, enjoyable, inclusive and accessible
- Event design in practice – event formats and sequencing
- Facilitation and group dynamics
- Advanced operations, event communications, and guest experience
- Turning events into action, capturing outputs and facilitating long term momentum



My training approach



I know that everyone learns differently

- I am a qualified teacher and spent 7 years as a part-time college lecturer, as well as many, many years advising researchers on creative and engaging ways to share their work with tough audiences including young people.
- My workshops are highly interactive using discussion, practical activities, case studies and event planning scenarios.

I know that implementation matters

- The end of the workshop is just the beginning. So, participants will receive worksheets, templates and checklists which can be used and reused for planning their own events.



Training formats

WEBINAR	HALF-DAY WORKSHOP	FULL-DAY WORKSHOP	COHORT PROGRAMME
Online	Online or in-person	In-person only	3-6 sessions online
60-90min	2.5-3h	5-6h	6h in total
Short online session on one topic drawn from either course	A scaled down version of either course focusing on 2-3 topics	Full course delivered in-person in your choice of venue	Full course delivered online in smaller, more manageable chunks

Standard sessions are for up to 30 people. If you want something slightly different, do just ask. Topics can be combined in different ways and delivered flexibly.

Training costs*

	ONLINE	IN PERSON
WEBINAR	£600	n/a
HALF-DAY	£1000	£1200 + travel/accommodation
FULL-DAY	n/a	£1800 + travel/accommodation
COHORT PROGRAMME	£1800 for 3x2h £2400 for 6x1h	n/a

*VAT not applicable as I'm not VAT-registered

Travel/accommodation costs depend on the distance from by base in North-East England



Event design consultancy



Bespoke event design support

I work with individuals or teams to help you plan, deliver and evaluate events you can be proud of

BASIC PACKAGE - £600

Includes two 1h planning calls, tailored content suggestions, schedules and resources.

VIP PACKAGE - £Ask

For more intensive or bespoke support get in touch to discuss your requirements.

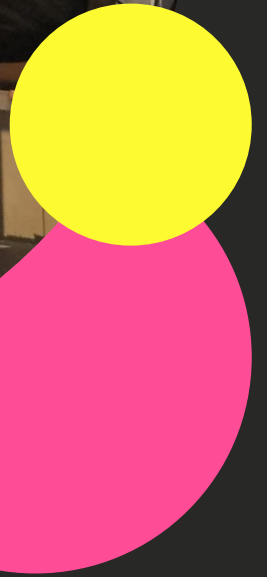
*VAT not applicable as I'm not VAT-registered

“ Sarah designed the co-creation workshops in a way that was creative, fun and maximised the information we were able to obtain from a wide range of people. ”

Prof Sam Harrison, University of Teesside



Facilitation and hosting



Facilitation and hosting

Need someone to take the mic and lead your event? I can help with chairing, facilitation, hosting panels and clock-watching so you can relax and join in.



BASIC PACKAGE - £600

Support for a 1h online event including pre-meetings, prep and speaker liaison

VIP PACKAGE - £Ask

For longer, in-person or more complex events get in touch to discuss your requirements.

*VAT not applicable as I'm not VAT-registered

“

Sarah's **meticulous planning and expert delivery** ensured that everyone involved got the most out of the day.

”

Matt Elliott, Royal Botanic Gardens Edinburgh

Facilitated networking

Have you ever despaired that networking events are either an overwhelming sea of faces or that you only meet one or two random people? Gently facilitated networking is the answer. I use structured groups, games and non-creaky icebreakers to help people make worthwhile connections. Can be run as a standalone session or part of a larger event

ONLINE - £600

Design and hosting of an online networking session of up to 1h.

IN-PERSON - £900 + travel

Design and hosting of an in-person networking session of up to 2h.



*VAT not applicable as I'm not VAT-registered

“

You did an **amazing** job. I found it
really helpful AND I had a good time,
neither of which are givens at
networking events.

”

Clare Jonas, Consultant and networking event attendee

Why me?

The first event I remember organising was for my 17th birthday (in 1990!) and I haven't stopped since. I have been organising events in and around the research world for over 25 years. These events have included everything from massive school outreach events, to complex online conferences, to intimate public involvement workshops.



In that time, I have learned a lot about what works and what doesn't. I've learned how to handle it when things don't go to plan. I know how to centre the people in the room and why they matter more than PowerPoint or pastries.

The years I spent working in public engagement taught me about power dynamics, ethics and inclusion. I am a qualified teacher, so I understand how people learn. I have hosted over 150 podcast episodes, so I know what opens up conversations and what shuts them down.

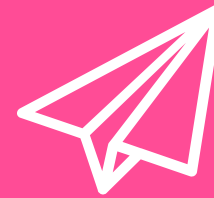
I am on a mission to make research and work events better. Wanna join me?

Let's work together



**Book a
call**

[https://meetings-
eu1.hubspot.com/sarah-
mclusky/discovery-call](https://meetings-eu1.hubspot.com/sarah-mclusky/discovery-call)



**Email
me**

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Sign up for my events newsletter
Gathering with Purpose

