



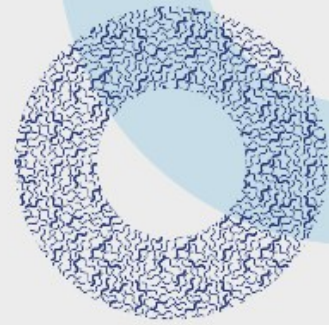
Danish Diabetes and
Endocrine Academy

Leadership & Management Skills for Postdocs

1-3 December 2026

Hotel Oasia Aarhus ApS
Kriegersvej 27 – 31
8000 Aarhus

Session overview



Day 1

Session I
Session II
Session III
Session IV

Tuesday, 1 December

Setting the Frame
Basics of Process Management
Basics of Communication
Organizing Your Work I

Day 2

Session V
Session VI
Session VII
Session VIII

Wednesday, 2 December

Key Communication Skills
Organizing your Work II – Time Management
Motivation
Delegation

Day 3

Session IX
Session X
Session XI
Session XII

Thursday, 3 December

Conflict Management
Application & Good Recruitment
Team Development
Closing

Programme

Tuesday, 1 December

08:30-09:00 Registration and coffee/tea

Topics and the order of the topics can change depending on the group of participants and on what the trainers feel suits the group best

Session I Setting the Frame

09:00-10:30 Welcome and presentation of trainers
Sociometry: visualizing different subgroups
Course objectives, time schedule, rules and roles
Expectations / Contracting

Session II Basics of Process Management

Process management
Team – Task – Individual Orientation

10:30-11:00 Coffee/tea break

Session III Basics of Communication

11:00-13:00 Transactional Analysis Part I

13:00-14:00 Lunch

14:00-15:30 Transactional Analysis Part II
Exercises

15:30-16:00 Coffee/tea break

Session IV Organizing Your Work I

16:00-17:00 How to set goals
Exercise Goal Setting

17:00 End of Day I

18:00-20:00 Dinner at
Food Club, Aaboulevarden 30, 8000 Aarhus C
Tel +45 38424241

Programme

Wednesday, 2 December

08:45-09:00 Welcome back, coffee/tea

09:00-10:00 Repetition / Flashlight / Programme

Session V Key Communication Skills

10:00-10:30 Active Listening
Emotional Intelligence

10:30-11:00 Coffee/tea break

11:00-13:00 Exercises & debriefing

13:00-14:00 Lunch

Session VI Organizing Your Work II – Time Management

13:30-15:30 Planning: setting priorities
Proactive Management

Exercise Setting Priorities

Session VII Motivation

Understanding the Key Elements of Motivation

15:30-16:00 Coffee/tea break

16:00-17:00 Exercises and Debriefing

Session VIII Delegation

Delegating tasks: leader's favourite
Exercise delegating a task

17:00 End of Day II

18:00-20:00 Dinner at
Luna Rossa, Fredensgade 22, 8000 Aarhus C
Tel. +45 86131517

Programme

Thursday, 3 December

08:45-09:00 Welcome back, coffee/tea

09:00-09:30 Repetition/Leftovers/Programme

Session IX Conflict Management

09:30-10:30 Appreciative confrontation
Giving constructive feedback

10:30-11:00 Coffee/tea break

11:00-12:00 Exercise on conflict management

Session X Application & Recruitment

12:00-13:00 What is needed for good recruitment
Designing a job profile
How to prepare an application interview

13:00-14:00 Lunch

14:00- Exercises & debriefing

Session XI Team Development

Team Dynamics

15:30-16:00 Coffee/tea break

Session XII Closing

Implementation

17:00 Workshop closes

17:00- Farewell

hfp consulting

Supporting leadership in science

Irene Nagel, PhD

Irene Nagel studied Psychology with a focus on cognitive neuroscience at Maastricht University and the University of California, Berkeley. She completed her PhD at the Max Planck Institute for Human Development in Berlin, where she researched cognitive development across the adult lifespan, followed by a postdoctoral fellowship at Freie Universität Berlin and voluntary work on social mobility at a foundation. She is additionally trained as a systemic consultant at ISB Wiesloch, holds qualifications in demographic consulting and resilience training, has taught at a Swiss applied university, and currently works as a research officer at a German university as well as a coach and trainer.

Sue Hewitt, PhD

Sue Hewitt earned her first degree in biology and chemistry from Keele University, UK, followed by a PhD at the University of Birmingham Medical School focused on chronic inflammation. She went on to hold cell biology postdoctoral positions at the Universities of York and Newcastle, working in cancer research and skin diseases, before moving into global academic publishing as a manager, where she developed new products and oversaw journals for organizations including the Royal Astronomical Society, the British Ecological Society, and Free Radical Research. With over 20 years of experience in learning and development, she has worked as an independent consultant, training manager for the John Innes Centre, and Head of Learning and Development at the Springboard Consultancy. She specializes in training trainers, women's development, and the interpersonal skills that drive successful leadership and management, and has worked with women worldwide to help them build confidence and shape their own paths to success. She currently serves as a senior consultant at hfp consulting.

hfp consulting

hfp consulting was founded in 2005 with the aim of improving the work and working environment of scientists. We believe in shaping the culture of science by training scientists to be effective, inclusive, and authentic leaders. *hfp consulting* has been delivering leadership courses globally and has developed successful and ongoing collaborations with scientific organizations all over the world. Our workshops are delivered by an international team of trainers, the majority of whom are scientists themselves. As we believe in a highly interactive learning environment, our trainers act as navigators through the learning process, whereby participants are expected to apply learned information for themselves and to develop their personal strategies, solutions and action plan.