

## **The Vanderbilt Core Exchange: An Institution-Wide Professional Development Program for Shared Resource Personnel**

### **Core Administration**

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Academic institutions often struggle to meet the unique professional development needs of shared resource personnel, who require business skills, project and people management expertise, and an active, collaborative network of shared resource colleagues. To address these important topics, we launched the Vanderbilt Core Exchange professional development and networking program in 2018. The program was intentionally designed with core personnel input, and supports faculty and staff from over 80 shared resources across Vanderbilt University and Vanderbilt University Medical Center. Core Exchange is managed by a small planning team via monthly meetings and Slack communications. Resources offered include a website for accessing professional development materials and session recordings, a dedicated Slack platform for core personnel networking, annual retreats, and a seminar series that transitioned to a virtual platform with the advent of COVID-19. Day-long retreats included approximately 90 shared resource participants with 10 speakers leading workshops and talks, while quarterly hour-long webinars have averaged 30 participants for single-topic speakers. Original topics for the retreats included equipment grant writing led by core directors, marketing led by business school faculty, and managing difficult conversations led by human resource staff. Recent topics for the seminar series have included managing different workplace workstyles, communication and project management tools for cores, and core biosafety practices. Survey responses collected after each event were highly positive and informed areas of improvement and future event topics. We believe this model of local shared resource professional development is an excellent template for institutions who desire to create opportunities for collaboration and community-building. With a small coordinating committee of dedicated individuals, an institution-wide professional development and networking program can be successfully established even with limited resources.