









Reach out across teams - e.g. engaging with non-professional staff who may bring other capabilities to the table no one is tapping into yet✓✓

Realize you cannot do everything and be kind to yourself ✓✓✓✓✓✓✓✓

Point to other resources eg <https://www.waikato.ac.nz/library/guidance/workshops/express> ✓✓✓✓

Planning to ensure major goals are set✓

Learn about who is supporting research at your institution, make friends and team up✓✓✓✓✓✓✓✓

More events such as the RSC day✓✓

Have at least the skeleton of a cohesive communications plan so researchers can find out about all the great work you do!✓✓✓✓✓✓✓✓

Know your experts and subject specialists, this is great when doing referrals and looking for support. Best supported with an internal contacts page that is searchable.✓✓✓

Workshops like these!✓

Be prepared to say no - sometimes you can not do more with less✓✓✓