



## IMT CAREERS SERVICE

## Guidance and career coaching 2024 portfolio

### Career kit workshop

Group-based activities for enhancing academic and professional skills to improve effective self-guidance in the world of work.

### Time and self management

**Friday 24 May 2024 | 4:00-5:30 pm |**

Classroom 2, San Francesco Complex IMT + remotely

Gain insights into effective time management techniques to efficiently utilize your time and reduce stress.

Tips & tricks about self-and-time management to improve productivity and wellbeing.

### Agenda

**4:00 pm - Welcome, IMT School**

**4:15 pm - Ornella Bucci** - PhD, Psychologist, Career Counselor, IMT School  
*It's time for self-management*

**4:45 pm - Silvia Massa** - PhD (IMT Alumna), Assistant Curator, Staatliche Kunstsammlungen Dresden  
*Tips & tricks for time management*

**5:00 pm - Daniela Giorgetti** - Careers Service Coordinator, IMT School  
*Q&A and conclusions*

**Target:** PhD students, post-docs and other researchers affiliated with the Schools of Excellence.

**Registration:** fill in this [form](#) to get the event link.

**For more information:** [ornella.bucci@imtlucca.it](mailto:ornella.bucci@imtlucca.it); [placement@imtlucca.it](mailto:placement@imtlucca.it)

