

WORKING GROUP 6 Career Progression and Pay Gap

Objective	Priority Rating	Specific Actions	Baseline Data and/or Rationale	Impact Measures
<p>OBJECTIVE 5: SUPPORTING CAREER PROGRESSION FOR EARLY CAREER STAFF AND FEMALE PROMOTION</p> <p>Specific Objective : Support the progression of early career staff and female promotion within the Department</p>	MEDIUM	5.1 Increase the number of grant applications submitted by females Principle Investigators and Chief Investigators and record the grade and gender of all grant applicants.	<p>Baseline Data We do not record Chief Investigator applicants in our database. We do not know the grade and gender of Chief Investigators that apply for grants through our Department.</p> <p>Rationale We want to recognise the contribution of Chief Investigators in the grant application process and in particular, encourage our female colleagues to apply for research grants to support their career progression.</p>	<p>Adapt our existing database to record grant applications by Chief Investigators on the basis of grade and gender.</p> <p>To record the relevant information on the new database from 2024 onwards.</p> <p>To measure through the database the number of grant submissions by gender and grade and report on this annually.</p> <p>To evaluate the findings of this data to see if any there are any gaps in grade or differences by gender.</p> <p>To provide training if required to encourage staff to participate in this activity (where applicable).</p>
<p>OBJECTIVE 5: SUPPORTING CAREER PROGRESSION FOR EARLY CAREER STAFF AND FEMALE PROMOTION</p> <p>Specific Objective : Support the progression of early career staff and female promotion within the Department</p>	MEDIUM	5.2 Develop a repository of successful research grant applications that can be accessed by all staff.	<p>Baseline Data We do not have a repository of successful research grant applications that can be shared by staff.</p> <p>Rationale Sharing of successful grant applications may lead to an increase in the number of applications submitted and the number of successful grant applications over time. This could lead into promotions and progression for staff.</p>	<p>Monitor the number of times the repository is accessed and used.</p> <p>Feedback from staff on use of the repository in our annual survey.</p> <p>Updates on successful grant applications in staff meetings to promote use of the repository.</p>

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<p>OBJECTIVE 5: SUPPORTING CAREER PROGRESSION FOR EARLY CAREER STAFF AND FEMALE PROMOTION</p> <p>Specific Objective : Support the progression of early career staff and female promotion within the Department</p>	LOW	5.4 Monitor time on grade before promotion, at the transition between Senior Lecturer / Senior Research Fellow to Reader / Professor level.	<p>Baseline Data We do not measure time on Grade to promotion; we want to measure this going forward.</p> <p>Rationale We are not complacent in our success, continued support is needed to encourage and support staff to apply for promotion; we want to target staff who might have spent more time on Grade than expected to help them to progress. We want to identify average time on grade before promotion for different staff levels in our Department.</p>	<p>To review the appointment information and other forms of data in the department to begin the registration of a new benchmark to identify relationship between time and grade.</p> <p>Data to support information about time on grade and then recorded actions about what the department has implemented to support those who want to progress.</p> <p>Increased knowledge about how long on average staff spend on each grade prior to promotion by grade and gender.</p>

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<p>OBJECTIVE 5: SUPPORTING CAREER PROGRESSION FOR EARLY CAREER STAFF AND FEMALE PROMOTION</p> <p>Specific Objective : Support the progression of early career staff and female promotion within the Department</p>	MEDIUM	5.6 To link up recently successful promoted staff with those wanted to be promoted. To help support a buddy preparation process to support the submission of promotions prior to the start of the process.		
<p>OBJECTIVE 5: SUPPORTING CAREER PROGRESSION FOR EARLY CAREER STAFF AND FEMALE PROMOTION</p> <p>Specific Objective : Support the progression of early career staff and female promotion within the Department</p>	MEDIUM	5.7 Consult with the Contract Research Forum membership to increase the understanding of staff perceptions of promotion through a staff survey (see also 5.3 above).	<p>Baseline Data Contract Research Forum staff report barriers to promotion in our Athena Swan 2022 report.</p> <p>Rationale We need to understand more about these perceptions so we can support our staff to progress).</p>	<p>Focus group / event to gather qualitative information from Contract Research Forum staff which will help to improve knowledge of process.</p> <p>Monitor impact through survey results (see 5.6 and 5.5 above).</p>

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<p>OBJECTIVE 6: SUPPORTING CAREER PROGRESSION FOR PSS STAFF AND SUPPORTING OUR LINE MANAGERS</p> <p>Specific Objective : Achieve and improve our inclusive culture among PSS staff and Improve knowledge of our line managers</p>	LOW	6.1 Hold some Professional Services Support focus groups about the PDR process. To identify further development requirements to devise and inform a SMART action plan and incorporate into the progression of our Professional Services Support members.	<p>Baseline Data In our Athena Swan Survey 2022 survey 55.4% of staff were satisfied or very satisfied with the Performance Development Review process; in 2022 ten staff had received progression opportunities.</p> <p>Rationale Professional Services Support Staff experiences are needed to inform the progression of our Professional Services Support staff who are unable to be directly promoted; by doing so we hope to identify more progression opportunities for PSS staff and encourage their personal development needs.</p>	<p>Annual focus group to explore the experiences of staff engaging with the performance review process.</p> <p>Attendance at the focus group by at least 10 PSS staff from July 2023.</p> <p>Qualitative data used to inform the action plan and review our progression opportunities.</p> <p>To demonstrate how we can offer more staff progression opportunities within the Department and wider University.</p>