Institutions must:

- Undertake relevant training and development opportunities
- Promote positive research cultures and working conditions, and identify and address barriers to equal opportunities and fair working practices
- Facilitate different patterns and ways of working, and support the development of effective working agreements
- Take appropriate action to address under-representation in recruitment and retention, and support the development of support networks, both for researchers and their managers
- Ensure that institutional mechanisms for reporting on harassment and bullying and for addressing concerns about research misconduct and integrity are well-communicated to researchers and their managers
- Include commitments to the Concordat Researcher Development (RD) Framework or comparable frameworks as a means to identify and embed principles underpinning the Concordat in institutional culture and practice
- Include or develop appropriate policies and procedures for the promotion of research integrity, research ethics, and other aspects of the Concordat
- Ensure that institutional survey providing empirical data on the wellbeing of researchers are inclusive, equitable and transparent, and that results are used to inform the development of support for researchers
- Ensure that institutional policies and practices meet or exceed all the mandatory requirements of the Concordat
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Institutional Context: The University of York’s Institutional Strategy 2020-2030 provides a roadmap for institutional policies, practices and projects in response to the demands and challenges of a fast-changing world. This strategy sets out a clear vision for the University’s future, and provides a framework for the University’s activities and projects to align, contribute to, and support the realisation of this vision. The strategy is underpinned by the University’s values and mission statement, and is informed by the University’s governance structure and processes. This approach is intended to enable the University to be a world-class institution, and to contribute to the social, economic and environmental wellbeing of local and global communities. The strategy is intended to provide a framework for the University’s activities and projects to align, contribute to, and support the realisation of this vision. The strategy is underpinned by the University’s values and mission statement, and is informed by the University’s governance structure and processes. This approach is intended to enable the University to be a world-class institution, and to contribute to the social, economic and environmental wellbeing of local and global communities.
All researchers required to participate in induction on June 2021.

Managers of researchers must:

- Engage with opportunities to contribute to relevant policy and decision-making
- Actively engage in regular constructive performance management with their researchers
- Provide effective line and project management training
- Review the impact of relevant funding call requirements on policy and decision-making
- Review the inclusion of equality expectations in the annual Performance Review process
- Review the inclusion of equality expectations in the institutional and departmental EDI/C&C committees

Researchers must:

- Ethically manage and share research data
- Actively share their research data
- Ensure open, transparent and merit-based recruitment, selection and appointment practices
- Provide effective line and project management training
- Encourage researchers to train as a mentor as part of the 10 days annual Performance Review process
- Provide opportunities for researchers to engage in research integrity training of the pipeline of researchers and eligible, working on the grant.

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Researchers & PGR students to: i. take part in PCDM4, ii. review the mechanism for leaver institution noting that geographical mobility may not be accommodated record of 10 days and Career Development activity will be captured as part of the annual performance review and calibrate through pulse.

Managers of researchers must: i. Actively promote the opportunities for researchers to engage in meaningful career development reviews with their supervisors. ii. As part of the review of leadership training and managers & PGR supervisors to take advantage of the University’s coaching or mentoring schemes & develop video footage about the experience. iii. Encourage researchers to take advantage of the University’s European Collaborations and mentors to support professional development.

Managers of researchers will report to the CIG and HR who will mandated by the Dean of the YGRS.

Managers of researchers: to identify and lead core Professional Development Plan. all new researchers and time for researchers to engage in a minimum of 10 days professional development so that all new researchers gain expert careers advice from independent, external advisors and the university’s European collaborations.

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PCDR4

**Positively engage in career development reviews with their managers**

Information as part of their professional development.

- Communication: to discuss the implications of this and any possible changes in experience with their line manager/PI/HR.
- Line management: not to act as a careers advisor but to have a discussion and signpost to careers support.

**All researchers to engage in career development conversations as part of their professional development and to discuss the implications of this and any possible gaps in experience with their line manager/PGR supervisor.**

It is not the line manager’s responsibility to be a careers advisor but to have a discussion and signpost to careers support.

Provision to line managers of the PD prompt list and details of the kinds of opportunities that would enable enhancement and broadening of experience to best serve future career moves.

June 2021

Research Managers/PIs and PGR supervisors

HREiR coordinator (and YGRS Dean as appropriate) to report to the CIG

PCDR5

**Seek out, and engage with, opportunities to develop their research identity and broader leadership skills**

Information as part of their professional development.

- Communication: to discuss the implications of this and any possible changes in experience with their line manager/PI/HR.
- Line management: to identify at least one opportunity outside of the university to build their profile - whether through voluntary work, outreach, event and conference organisation, support for the student experience, PGR mentoring etc and detail this on their PDP (as per PCDR3).

- Evidence to be detailed on annual performance review form (or supervisory notes for PGRs) of development of a broader leadership skills. Evidence may include a personal webpage, income generation, blog, social media, public engagement and being part of a societal dialogue about the value of research as called for by UKRI.

June 2022

Research Managers/PIs supported by HR and the RET Team who will report to the CIG

PCDR6

**Consider opportunities to develop their awareness and experience of the wider research system through, for example, knowledge exchange, policy development, public engagement and commercialisation**

Information as part of their professional development.

- Communication: to discuss the implications of this and any possible changes in experience with their line manager/PI/HR.
- Line management: to engage in at least one KE or commercialisation, PE or policy development activity per year. KE and commercialisation training is available through the Partnerships, Collaborations and Civic Engagements strand of the RET programme. ii. Engagement in commercialisation training will be documented and mapped to the Gate Stage process being rolled out by the Commercialisation Team.

June 2022

Research Managers/PIs supported by the Policy Institute, Commercialisation Team/Research and Enterprise Directorate. HREiR coordinator to report to the CIG

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* The RDS Concordat defines researchers as individuals whose primary responsibility is to conduct research and who are employed specifically for this purpose by a higher education institution or research institute. The primary audience is research staff, e.g. postdoctoral researchers, research fellows, research assistants. The Concordat encourages institutions to include other groups who actively engage in research as beneficiaries of their Concordat action plan. These could be postgraduate researchers, staff on teaching and research, or teaching contracts, clinical, professional support staff, technicians.