

RVC Concordat Action Plan and Implementation Strategy 2013 - 2015

		Timescale	Accountable	Progress
3	Researchers are equipped and supported to be adaptable and flexible in an increasingly diverse, mobile, global research environment			
i	Researcher Development Framework (RDF) When designing the College annual Staff Training & Development Programme, we will utilise the RDF descriptors to meet the needs of research staff	July (annually)	FC/HR	All our research training courses are now informed by and mapped across to the various domains of the RDF. Clearly categorising the training provisions in this way enables our researchers to identify those courses that will support them in achieving the various skills, knowledge and personal attributes needed to develop their career.
ii	Appraisal – development plan Enhance the existing Development Section of the appraisal form to enable researchers to produce a personalised career development plan based around the RDF	October 2014	HR	The development section of the appraisal system was reviewed and adapted to focus appraisal discussions on identifying the specific skills needed to support individuals career development planning.
iii	Appraisal – development plan Ensure personalised career development plans are completed as part of appraisal cycle	November 2015	All PIs/RCWG	In the 2014/2015 appraisal year 98% of all contract researcher appraisals completed contained development plans.
iv	Researcher Support Create a list of ‘advisers’ who can act as a support mechanism for researchers in addition to their Principal Investigator (PI)	January 2015	RCWG	Two expert scientists within each department were approached by the VP for Research to become advisers due to their experience and understanding and support of the concordat principals. The contact

					<p>details of these advisors are listed on the Researcher Association webpages. We do not ask that these approaches are formally recorded but we have anecdotal evidence that advisors have been approached as a result of this list being published for support and advice regarding their scientific career. In future we plan to gather generic feedback from these advisors annually and develop a FAQ section for the website based on this feedback.</p>
4	<p>The importance of Researchers' personal and career development, and lifelong learning, is clearly recognised and promoted at all stages of their career</p>				
	i	<p>Research Staff Development Review and approve the annual Research Staff Development Programme</p>	<p>July (annually)</p>	<p>RCWG</p>	<p>This is done every July and is informed by the RDF, the College Strategic research objectives, feedback from the Appraisal process, the results of the CROS and PIRL survey and input from the Researcher association. The link to our Research training programme is below. Research Development Programme</p>
	ii	<p>Engagement of Principal Investigators (PIs) Develop a briefing for PIs to encourage them to reflect on their role in providing career guidance and support for their researchers and ensure all new PIs attend these sessions</p>	<p>December 2015</p>	<p>HR/RCWG</p>	<p>A PI briefing session was developed to give clear guidance for all PIs on how to provide career guidance and support for their researchers. All PIs were strongly encouraged to attend this by the VP for Research and Innovation. We currently have 37 PIs who line manage contract</p>

					researchers and 18 of them have completed the PI briefings.
	iii	Engagement of Principal Investigators (PIs) Develop a mechanism to ensure PIs have attended appropriate training prior to employing a researcher	July 2014	HR/RCWG	Once a PI has successfully been awarded a research grant which funds contract researchers they are automatically enrolled on the next available PI briefing.
	iv	Researcher Development Framework Include a series of career planning and development workshops in the Staff Training & Development Programme for 2013-2014	September 2013	HR/RCWG	A range of career planning and development workshops were included in the 2013-2014, 2014/15 and 2015/2016 training and development programme. These workshops included 'Marketing yourself on paper' 'improving your interview skills' 'networking skills' 'developing leaderships skills' 'Imposter Syndrome' and career planning workshops' Many of these courses were delivered as webinars to try and improve accessibility for busy contract researchers.
	v	Starters & Leavers Report and publish information on Research Staff joining/leaving the College bi-annually, including next destination information which will inform researchers of opportunities available.	January & July (annually)	HR	This information is collected regularly and published on the Research webpages Next Destination to provide information and inspiration regarding future career possibilities.
	vi	Case Studies Build on and refresh current Case Studies available via the Research Association website	July 2015	RCWG	Case studies are regularly published on the research webpages to help highlight the opportunities that are available to researchers at the RVC and the diversity of jobs that you can go on to do. Case Studies
5	Equality and Diversity must be promoted in all aspects of the				

recruitment and career management of researchers				
i	<p>Athena SWAN Achieve Athena SWAN Charter Bronze Award which recognises work done and actions in place to develop women within research roles at the College</p>	March 2014	Athena SWAN Self-Assessment Team	As an institution we have applied for, but so far have been unsuccessful in, achieving this award. This has been very disappointing but we remain committed to gender equality. We have taken note of the reasons for the lack of success and are using this information to review and refine the tasks and objectives in the action plan, together with the resources necessary to achieve them. We believe we will be in a much stronger position when we submit for the award in November 2016.
ii	<p>Athena Swan Submit an application for the Athena SWAN Charter Silver Award</p>	November 2015	Athena SWAN Self-Assessment Team	As a result of being unsuccessful with the Bronze award we have had to put this objective on hold but we remain committed to pursuing this award once we have achieved the bronze.
iii	<p>Flexible Working Raise awareness of flexible working options to research staff via the Researcher Association</p>	July 2014	Researcher Association	A section has been created on the Researcher Association website providing details of the College's major grant funder terms and conditions and outlining the College's obligation to provide the same working conditions for contract researchers as it does for staff on permanent contracts