

NIB GENDER EQUALITY PLAN (NIB GEP)

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INTRODUCTION

The National Institute of Biology (NIB) is working towards equal opportunities for both genders regarding their representation in NIB's bodies, their hiring and subsequent career stages; however, not at the expense of quality, scientific excellence and competitiveness. Within the H2020 CHANGE project (Challenging Gender (In)Equality in Science and Research <https://www.change-h2020.eu/>), where NIB participates as a partner, the Gender Equality Plan has been developed, and NIB is using it to improve the analysis of the situation, planning, implementation and monitoring gender equality, and of the education of all employees in this area. The goal of the NIB Gender Equality Plan is to prevent and overcome inequalities and gender bias, as well as encouraging gender equality in science and innovation through institutional and cultural changes.

NIB set up the Commission on Ethics and Equal Opportunities, whose responsibility will be to coordinate the execution and monitoring of the NIB Gender Equality Plan, as well as to provide suggestions and recommendations to the NIB management and employees in the area of gender equality.

The gender equality plan covers five key topics:

- Work-life balance as part of the organisational culture,
- Gender-balanced leadership and decision-making bodies,
- Gender equality in recruitment and career progression,
- Gender dimension in research content,
- Measures to prevent gender-based violence, including sexual harassment.

The NIB Gender Equality plan is an official NIB document, revised and approved by the Commission on Ethics and Equal Opportunities, and the NIB Scientific Council (3 November, 2021), and adopted by the NIB Governing Board (12 November, 2021).

The NIB Gender Equality Plan is published on NIB's website and is publicly accessible to anybody. Via the NIB server, the employees can access the Gender Equality Plan, together with its appendices that include data analysis of gender equality at the time of adopting this plan, as well as the composition of the Commission on Ethics and Equal Opportunities.

Data with indicators, broken down by gender and collected annually, will be included in the NIB's annual report and published on its website.

The annual data collection will allow verifying progress in the implementation of gender equality by individual actions and NIB's fields of action. The existing measures will be updated and new measures will be suggested in order to contribute to gender equality.

All employees will be given training in the topics and measures, which will include discussions on subconscious prejudice, on mentoring/implementing, communication, negotiation practice and other trainings for equality and improvement of soft skills, required for further improvement of NIB employees' well-being. The topics will be repeated on an occasional basis in order to refresh the existing knowledge, and to make the newly employed staff acquainted with it. Trainings will take place in person (if possible) or on-line.

The Gender Equality Plan is a result of joint activities between the researchers involved in the project, and the corporate services unit of NIB. Dr Ana Rotter and Ernesta Grigalonyte-Bembič are NIB's members of the H2020 Change project research team who developed the organisational structure and content of the NIB Gender Equality Plan.

TOPICAL AREAS

1. Work-life balance as part of the organisational culture

ACTIVITY	GOAL	FIELD OF ACTION	ADDRESSEES	RESPONSIBLE AUTHORITY	RESOURCES	TIME FRAME	INDICATOR
Preparing a brochure on work-life balance	Promoting work-life balance	<ul style="list-style-type: none"> - Flexible working conditions - Dual career - Care and family work 	NIB employees	NIB Management Human resource office CHANGE project team	CHANGE project budget	January 2022	Introduced activities for easier work-life balance

2. Gender-balanced leadership and decision-making bodies

ACTION	GOAL	FIELD OF ACTION	ADDRESSEES	RESPONSIBLE AUTHORITY	RESOURCES	TIME FRAME	INDICATOR
Striving for gender equality balance on all levels (commissions, boards, working teams etc.). This includes any ad hoc committees, e.g., organisation boards for conferences etc.	Gender-balanced decision-making bodies and commissions	<ul style="list-style-type: none"> - Career progression and development - Institutional governance of gender equality policies - Gender-balanced decision-making bodies 	NIB employees	NIB Management Heads of departments Human resource office	Gender equality budget	January 2022 - N/A ¹	Annual analysis of data on the composition of decision-making bodies

¹ For long-time actions, which are to be institutionalized permanently, put in N/A

3. Gender equality in recruitment and career progression

ACTION	GOAL	FIELD OF ACTION	ADDRESSEES	RESPONSIBLE AUTHORITY	RESOURCES	TIME FRAME	INDICATOR
Guidelines for gender blind promotion and hiring	Increasing the participation of the underrepresented gender in research and innovation, and improving its career prospects	<ul style="list-style-type: none"> - Raising awareness about introducing gender equality (and diversity) - Career progression and development - Creating a gender-inclusive workplace culture - Institutional governance of 	NIB employees	NIB Management Heads of departments Human resource office NIB's gender equality plan officer	Gender equality budget	January 2022 - N/A	Annual analysis of data on the composition of the heads of departments Adopting guidelines for gender blind promotion and hiring

		gender equality policies					
Mentoring	<p>Facilitating career progression and achievement of set goals</p> <p>Better competence of employees for leadership positions</p> <p>Maintaining scientific excellence</p>	- Career progression and development	NIB employees	<p>Heads of departments</p> <p>Human resource office</p> <p>NIB's gender equality plan officer</p>	Gender equality budget	January 2022 - N/A	Creating formal / informal mentoring system
Career development plans including gender dimension/specifics	<p>Increasing the participation of the underrepresented gender in research and innovation, and improving its career prospects</p> <p>Empowering staff members to become future leaders</p>	<p>- Career progression and development</p> <p>- Work-life balance aspects</p> <p>- Setting up professional development goals that will enable individual career advancement</p>	NIB employees	<p>Human resource office</p> <p>NIB's gender equality plan officer</p>	Gender equality budget	January 2022 - N/A	Creating career development plans for the interested individuals, their execution and assessment

		and guarantee equal opportunities for all genders					
Increasing the number of the underrepresented gender as principal investigators (PI) in research projects	Increasing the participation of the underrepresented gender in leading research and innovation, and improving its career prospects	<ul style="list-style-type: none"> - Career progression and development - Creating a gender-inclusive workplace culture 	NIB research staff	NIB Management Heads of departments Human resource office Project office	Gender equality budget	January 2022 - N/A	Gender analysis of NIB's researchers, engaged in project coordination

4. Gender dimension in research content

ACTION	GOAL	FIELD OF ACTION	ADDRESSEES	RESPONSIBLE AUTHORITY	RESOURCES	TIME FRAME	INDICATOR
Guidelines for inclusion of gender in research content	Gender dimension in research content	<ul style="list-style-type: none"> - Raising awareness about introducing gender equality (and diversity) - Career progression and development (hiring) - Introducing the gender diversity dimension in research 	NIB research staff	<p>NIB Management</p> <p>CHANGE project team</p>	Gender equality budget	January 2022 - N/A	Adopting guidelines for inclusion of gender in research content

5. Measures to prevent gender-based violence, including sexual harassment

ACTION	GOAL	FIELD OF ACTION	ADDRESSEES	RESPONSIBLE AUTHORITY	RESOURCES	TIME FRAME	INDICATOR
Revision of institutional anti-harassment policy	Measures to prevent gender-based violence, including sexual harassment	- Preventing gender-based violence, including sexual harassment	All NIB employees	NIB Management Human resource office	Gender equality budget	January 2022 - N/A	Update of institutional anti-harassment policy