

GENDER EQUALITY and DIVERSITY PLAN – GEaDP

Implemented by

Center of excellence in Nanoscience and Nanotechnology – Nanocenter

Ljubljana, december 2022

INTRODUCTION

The Center of Excellence in Nanoscience and Nanotechnology (Nanocenter) is working towards equal opportunities for all genders regarding their representation in Nanocenter's bodies, their hiring and subsequent career stages; however, not at the expense of quality, scientific excellence and competitiveness.

Nanocenter developed Gender Equality and Diversity Plan to improve the analysis, planning, implementation and monitoring gender equality and diversity, and of the education of all employees in this areas. The Gender Equality and Diversity Plan is a set of commitments and actions that aim to promote gender equality in Nanocenter through institutional and cultural change. The plan demonstrates a clear commitment to gender equality, sets key goals and concrete measures to achieve them. To this end, the Nanocenter provides the necessary financial and human resources to support the change process. The Nanocenter will raise awareness of the need for gender equality through education of all employees and other activities to raise awareness of gender equality.

The goal of the Nanocenter's Gender Equality and Diversity Plan is to prevent and overcome inequalities and gender bias, as well as encouraging gender equality and diversity in science and innovation through institutional and cultural changes.

All employees will be given opportunity of 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 Nanocenter 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 or on-line.

The annual data collection on topical areas presented below will allow verifying progress in the implementation of gender equality by individual actions and Nanocenter's fields of action. The existing measures in Gender Equality and Diversity Plan will be updated and if needed, new measures will be suggested in order to contribute to gender equality.

Data with indicators, disaggregated by gender and collected and published annually, will be included in the Nanocenter's annual report or presented as a stand-alone report.

The document is published on Nanocenter's website and is publicly accessible to anybody. Via the local 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 Board on Ethics and Equal Opportunities

This Gender Equality and Diversity plan is an official Nanocenter's document, revised and approved by the Board on Ethics and Equal Opportunities, and the Director.

TOPICAL AREAS

The gender equality and diversity 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.

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

ACTION FIELD	GOAL	ACTIVITIES	INDICATOR
work-life balance	to facilitate the reconciliation of professional and private life and thus provide equal conditions for development and advancement in professional and private life	flexible working hours enabling work from home using sick leave to care for family members taking parental, maternity and paternity leave	introduced activities for easier work-life balance share of employees who benefit from flexible working hours proportion of days when work was done from home

2. Gender-balanced leadership and decision-making bodies

ACTION FIELD	GOAL	ACTIVITIES	INDICATOR
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	monitoring statistics of gender representation among employees	gender balance in leadership and management structures statistics

3. Gender equality in recruitment and career progression

ACTION FIELD	GOAL	ACTIVITIES	INDICATOR
gender blind promotion and hiring, mentoring and career development	to enable the provision of equal opportunities in employment and career development; higher competence of employees for leadership positions	raising awareness about introducing gender equality and diversity monitoring career progression and development creating a gender-inclusive workplace culture institutional governance of gender equality policies	statistics of candidates applying for job vacancies employee promotion statistics

4. Gender dimension in research content

ACTION FIELD	GOAL	ACTIVITIES	INDICATOR
inclusion of gender in research content	gender-inclusive language in Nanocenter research and promotional materials, and official documents	gradual editing of existing internal acts and regulations workshops for employees on the gender dimension in the content of research and documents	number of internal acts and regulations that are gender-sensitive

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

ACTION FIELD	GOAL	ACTIVITIES	INDICATOR
institutional anti harassment policy	preventing gender-based violence, including violent communication and sexual harassment	update measures to prevent gender-based violence, including sexual harassment workshops for employees on the respectful communication between employees that does not create or reinforce gender stereotypes or prejudices	updated institutional anti-harassment policy

IMPLEMENTATION AND MONITORING OF SET GOALS

Nanocenter set up the Board on Ethics and Equal Opportunities, whose responsibility is to coordinate the execution and monitoring of the Nanocenter's Gender Equality Plan, as well as to provide suggestions and recommendations to the management and employees in the areas of gender equality and diversity.

The Board consists of representatives of both genders, 1 researcher and 1 representative of the Administration. The Board proposes complementary measures. It is appointed to:

- analyse the situation, monitor implementation and review the policy,
- to initiate proposals, raise awareness and act as an ambassadors of gender equality and diversity in Nanocenter,
- to participate in discussions in the field of equal opportunities and diversity in the science community,
- organize awareness-raising education on gender equality and diversity,
- regularly present their findings to the holders and employees.

Data collection, monitoring, annual analysis and publication of the document on the Nanocenter's webpage will be provided by the Nanocenter's Administration.

Ljubljana, 12.12.2022

Direktor:

Prof. dr. Dragan Mihailović

