

# Technician Commitment Action Plan

## January 2021 - October 2023



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Objective	Planned Actions	<a href="#">Aligned with Strategy 2030 Area of Focus</a>	Responsibility	Time lines
<b>Visibility</b> - Ensure that all technicians in the organisation are identifiable and that their contribution is visible within and beyond the institution	Technicians and matched funding. Inclusion of a statement about the value of the technical community for use in future funding proposals. The statement will serve to: <ul style="list-style-type: none"> <li>• Highlight the institutional contribution to research in the form of technical staff.</li> <li>• Further our aims of recognising the value of our community.</li> <li>• Highlight that funding technicians through research proposals creates an opportunity for career progression and will reduce vulnerability for the University of Edinburgh by retaining skills and knowledge.</li> </ul>	People Research	Edinburgh Research Office (in collaboration with the Technician Steering Committee)	2021
	Work collaboratively with other departments to conduct an all staff survey building on the 2018 staff engagement survey.  Gather meaningful data from technical staff and provide technical staff with the opportunity to share their views on their job and other aspects of working for the University of Edinburgh.	People	Human Resources	2021
	To report on data relating to technical roles from the People and Money system to the Technician Steering Committee.  From the new People and Money system meaningful data will be available to the Technician Steering Committee to inform and shape future actions planned.	People	Human Resources Technician Steering Committee	All
	Act as a member of the Concordat Action Plan Steering Committee.  Ensure that where possible work and initiatives led within the Concordat action plan will benefit technical staff and vice versa.	People	Human Resources Institute for Academic Development	All

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	<p>Involve technicians in a number of public engagement events and activities as follows:</p> <ul style="list-style-type: none"> <li>• IGMM Public Engagement annual event programme - leading tours, helping to deliver drop-in activities, giving talks etc.</li> <li>• IGMM Public Engagement, particularly the sessions run for pupils wanting to work in science / in a university but who don't necessarily want to do a science degree / PhD etc. Also aiming to highlight the range of jobs in science and the variety of routes to get there to visiting learners, as well as their teachers and careers guidance staff.</li> <li>• The Science Insights programme - emphasis on showing visiting high school pupils a range of our scientific facilities as part of the week-long programme. Also highlighting different routes into science and different careers in science, so introducing pupils to staff in a variety of roles.</li> <li>• Easter Bush Science Outreach Centre (EBSOC <a href="http://www.ebsoc.ed.ac.uk">www.ebsoc.ed.ac.uk</a>), particularly the workshops run for pupils studying National 5 Lab Skills and FE college learners. Again, we are all about emphasising the range of jobs in science and the variety of routes to get there to our visiting learners, as well as their teachers and careers guidance staff.</li> <li>• New online schools engagement programme, Meet a Roslin Scientist, which has a current focus on Roslin Institute staff, but may have capacity to include staff from other areas of the university as we start to deliver more sessions. We have already had interest from teachers with pupils doing the Lab Skills Nat 5.</li> <li>• 2021 Science Festival.</li> </ul> <p>The team to carry out research to identify any barriers for technicians getting involved with public engagement.</p>	<p>People Research Teaching &amp; Learning Social and Civic Responsibility</p>	<p>Public Engagement Manager, Institute for Genetics and Molecular Medicine Public Engagement with Research Manager &amp; Easter Bush Science Outreach Centre Project Lead Education &amp; Engagement Officer, Roslin Institute Public Engagement with Research Manager, CMVM</p> <p>All of above in collaboration with The Technician Commitment Action Plan Coordinator and the Technician Steering Committee</p>	<p>All</p>
	<p>Social Responsibility and Sustainability Communications Team to promote the work of technicians and the Technician Steering Committee.</p> <p>At least 2 occasions per year Social Responsibility and Sustainability will send out materials promoting technicians.</p>	<p>People Research Teaching &amp; Learning Social and Civic Responsibility</p>	<p>Social Responsibility and Sustainability</p>	<p>All</p>

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	Provide opportunities for technicians to meet regularly to share ideas and support each other.	People	Technician Steering Committee	All
	Use existing technician communications channels (newsletter, website, blogs, social media and mailing lists) to engage with technicians across the organisation.	People	Technician Steering Committee	All
	Committee members to work within their networks to increase the promotion of technicians through campus posters & visibility in University advertisements.	People	Technician Steering Committee	All
	Committee members to work within their networks to ensure technicians are included in course evaluations.	Teaching & Learning	Technician Steering Committee	All
	Create Technician Champions for each campus to set up local events, disseminate information and act as a point of contact for technicians in their area.	People	Technician Steering Committee	2022
	Continue to invite new members to join the Technician Steering Committee as a way of providing opportunities for technicians to gain experience of Committee membership.	People	Technician Steering Committee	All
<b>Recognition</b> - Support technicians to gain recognition through professional registration	Social Responsibility and Sustainability administer the Sustainable Labs Steering Group, which from time to time will recognise and celebrate technicians.  Sustainable Labs Steering Group continues to meet 3 times per year and technician issues are a regular item on the agenda (at least once per year – ideally every meeting)	People Research Teaching & Learning Social and Civic Responsibility	Social Responsibility and Sustainability	All
	Social Responsibility and Sustainability administer the Sustainability Awards. The “Labs” category of the awards is often undertaken by technicians, who are subsequently celebrated and recognised for their contributions to sustainability.  Sustainability awards continue to provide a mechanism for recognising sustainability efforts of technical staff once per year.	People Research Teaching & Learning Social and Civic Responsibility	Social Responsibility and Sustainability	All

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	<p>Social Responsibility and Sustainability and the Technician Steering Committee to work to ensure that text be added to research grant applications extolling the virtues of the technician community at University of Edinburgh, in order to both recognise the input of technicians, and also to help to make research grant applications more competitive.</p> <p>Agreement is made with appropriate bodies within the University to ensure that text promoting technicians is regularly incorporated into research grant applications by July 2022.</p>	People Research	Social Responsibility and Sustainability Technician Steering Committee	2021
	<p>To coordinate the Technician Professional Registration Fund in the organisation. The Technician Professional Registration Fund recognises the skills contribution of technical staff by paying for their first year of fees. Technical staff continue to access funding available through the Technical Professional Registration Fund and the numbers of technicians achieving professional registration increase.</p> <p>Will achieve this by:</p> <ul style="list-style-type: none"> <li>• Increasing awareness of the fund and the benefits of professional registration.</li> <li>• Working with individuals to support them through the process in conjunction with Professional Bodies (including the Science Council)</li> <li>• Celebrating successes of those achieving this in conjunction with the Technician Steering Committee and include them in existing communication channels managed by the Technician Steering Committee.</li> <li>• Identifying funding streams for the continued success of the Fund for 2022 and 2023.</li> </ul>	People	<p>Technician Commitment Action Plan Coordinator Technician Steering Committee</p> <p>College of Arts, Humanities and Social Sciences, College of Science and Engineering and College of Medicine and Veterinary Medicine (providing funding for 2021).</p>	2021
	<p>Research and implement ways to celebrate the Awards and achievements technicians gain.</p>	People Research Teaching & Learning Social and Civic Responsibility	Technician Steering Committee	All

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<p><b>Career Development</b> - Enable career progression opportunities for technicians through the provision of clear, documented career pathways</p>	<p>Create a University wide career development framework for technicians, in consultation with other professional service groups across the organisation. Aligned to the existing career development support and professional development opportunities available to technicians, which support career planning and progression, and identifying new areas of support and development and support the Colleges in embedding this in to their professional development practices.</p> <p>Technical staff continue to access career and professional development support available. Technical staff continue to engage with the Mentoring Connections programme as both mentees and mentors.</p>	<p>People</p>	<p>Human Resources Institute for Academic Development</p>	<p>2021</p>
	<p>Continue to offer leadership and management development to technical leaders and managers ensuring they are supported to perform their role to their full potential.</p> <p>Technical managers, leaders and those aspiring to these roles are accessing leadership and management development support available.</p>	<p>People</p>	<p>Human Resources</p>	<p>All</p>
	<p>A CPD course on lab sustainability will be offered via video conferencing 'live' at least twice per year, and a recorded version of the training is available for access by technicians at any time.</p>	<p>People Research Teaching &amp; Learning Social and Civic Responsibility</p>	<p>Social Responsibility and Sustainability</p>	<p>All</p>
<p><b>Sustainability</b> - Ensure the future sustainability of technical skills across the organisation and that</p>	<p>To fund the Technician Commitment Action Plan Coordinator role. The purpose of the role is to contribute expertise and provide planning and co-ordination to deliver the University of Edinburgh Technician Commitment Action Plans dated 2018 – 2020 and 2020 – 2023 and promote the Technician Commitment within the organisation.</p>	<p>People Research Teaching &amp; Learning Social and Civic Responsibility</p>	<p>College of Arts, Humanities and Social Sciences, College of Science and Engineering and College of Medicine and Veterinary Medicine.</p>	<p>All</p>

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technical expertise is fully utilised	<p>Create a Digital Skills Framework for technicians.</p> <p>Using an existing digital skills profile as a basis, think through and capture the tasks of the technician role. Identify and map the digital tools, systems, processes and skills required to complete these tasks at the University. Map these to the six digital capabilities. Add to Digital Skills Framework. Publicise and encourage engagement and offer workshops to help Technicians use the framework and plan their digital skills development journey.</p>	People	Digital Skills	2021
	<p>Develop proposals for action to provide and promote youth employment initiatives going forward following review of the current Youth Talent Strategy.</p>	People	Human Resources	2022
	<p>Continue to work as part of a cross departmental working group to build and refine the professional development framework for staff supporting students.</p> <p>Technical staff are able to access the necessary skills development when working to support students.</p>	People	Human Resources	All
	<p>Support the development of a new Performance and Talent Management approach across the organisation supported by the new People and Money system.</p> <p>New guidance and tools produced that support technical staff and managers to have effective conversations, agree objectives, plan for skills development and personal career development goals aligned to organisational goals.</p>	People	Human Resources	All
	<p>Support the implementation of the talent functionality within the new People and Money system.</p> <p>The system will be able to report on the skills of technical staff across the organisation and technical staff will be able to record and manage the renewal of certificates, licenses and registrations through the People and Money system.</p>	People	Human Resources	All
	<p>The Reward Strategy will be reviewed and reconsidered following some impacts of the global pandemic and in line with the roll out of the new People and Money system.</p> <p>Technical staff understand the promotions and reward structure in place.</p>	People	Human Resources	2021

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	<p>Social Responsibility and Sustainability promote the links between technicians and sustainability, which might help to make a technical career attractive for young people who are increasingly interested in sustainability.</p> <p>At least 1 occasion per year when Social Responsibility and Sustainability Communications Team send out materials promoting sustainability within technicians roles</p>	<p>People Research Teaching &amp; Learning Social and Civic Responsibility</p>	<p>Social Responsibility and Sustainability</p>	<p>All</p>
	<p>Promote engagement and support with Youth Talent initiatives.</p>	<p>People</p>	<p>Technician Steering Committee</p>	<p>All</p>