

2010 – 2012 Researcher Concordat Action Plan: Institute of Cancer Research, Updated December 2014

The ICR conducted a gap analysis on the Concordat in 2010 to identify any areas where we do not currently meet its guidelines. This was supported by research students and staff as well as the Institute’s senior management team. The following table outlines progress with our actions to bridge such gaps.

Concordat Principal	Specific requirements	Owner	Progress and key achievements as December 2014
A. Recruitment and Selection	Individuals who are members of recruitment and promotion panels should have received relevant recent training	Learning and Development Manager	<p><u>Recruitment</u> Mandatory equality training (reviewed and redesigned in 2014, including a focus on unconscious bias) provided to all staff. Refresher recruitment and equality training provided for team leaders in preparation for student recruitment event annually. Pilot project exploring use of psychometric testing in student recruitment process (OPQ) completed. Recruitment training and webinar promoted to all staff across all sites, recorded and uploaded on to intranet with additional online supporting material. Recruitment training agreed as mandatory for all chairs of panels across Institute.</p> <p><u>Promotions</u> Guidance for procedure for becoming non time-limited (i.e. securing tenure) published and Director of Research given talk to junior PIs. Positions on ICR senior committees openly advertised. Scientific officer grade promotions mentoring scheme developed, with all applicants able to access a mentor for the last two promotions rounds, 8 mentoring pairs created in 12 months.</p>

			Corporate services promotions procedure revised, now using an evaluations panel (including both scientific and non-scientific members). Question regarding fairness of promotions included in new staff survey in order to track ongoing attitudes.
B. Recognition and Value	It is helpful if clear career frameworks for early stage researchers are outlined in organisational HR strategies	HR Director	New HR strategy produced and covers early career researcher support e.g. pay, promotion and career progression, including a new Pathways to Independence project to support progression to team leader roles. Project to track next destination data of researchers after leaving ICR, utilising LinkedIn online platform to enable networking between current and former postdocs (see 2014-2018 strategy).
C. Career Development	All employers will wish to review how their staff can access professional independent advice on career management	Learning and Development Manager	Comprehensive career programme embedded in to training programme. Learning & Development team with postdoctoral experience, coordinating researcher development programme. Increased careers support provided for students (now open to research staff) including lunchtime 'career cafes' talks on career paths from external speakers. Internal career support increased by additional training in career counselling and psychometrics. Careers conferences organised for Post Docs, Students and Scientific Officers and Naturejobs Expo advertised widely for all students/staff. Careers support explicitly outlined in the redesigned Training Catalogue .
	Articulating the skills that	Deputy	Researcher Development Framework incorporated in

	should be developed at each stage	Director Academic Services	<p>student self assessments/ PDPs and used to track progress at regular supervisory meetings. Also available to other research staff.</p> <p>Postdoc Code of Practice developed and copies provided to all new postdocs and their managers to articulate expectations and support available for postdocs. Postdoc induction event launched in 2014 including information on skills training and careers support. Procedure for non-time limited appointments articulate expectations for skills and achievements junior team leaders require to secure tenure.</p>
	The availability of mentors	Researcher Development Officer	<p>Scientific Officers promotions scheme includes mentor matching with previous successful candidate. Maternity mentoring and coaching scheme piloted and now led by Parents Network, exploring integration with new HR system. Bespoke workshops on mentoring within teams provided for research teams requesting it. Mentoring guidance available to all staff via intranet. External mentoring training/resources also promoted. Mentoring schemes for clinical researchers being led by Head of Clinical Studies (see new strategy) and Chief Executive championing a review of mentoring for junior PIs.</p>

Original August 18th 2010. Updated 10/11/14