Athena SWAN

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<th>Project</th>
<th>Athena SWAN</th>
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<tr>
<td>Document Author /Owner</td>
<td>NDM Athena SWAN Coordinator/ Head of HR for NDM</td>
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<td>Term</td>
<td>Trinity 2016 (Friday 24th June)</td>
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Some recent key figures:

<table>
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<th>Target</th>
<th>Evaluation Measure</th>
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<td>Gender balance of role models</td>
<td>Improved ratio of female speakers at the NDM Seminar Series</td>
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<td>• from 36% (16F:28M) from Oct 2009-May 2014.</td>
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<td>• to 50% (16F:16M) from June 2014-June 2016.</td>
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<td>Supporting career advancement</td>
<td>One of NDM’s female scientists was 1 of 3 women within the Division to be selected to be funded to attend the ‘Women Leading in a Thinking Environment’ national training event.</td>
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<td>Supporting those returning from career breaks</td>
<td>We have seen 5 successful applications to the Returning Carers’ Fund from NDM staff this year.</td>
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Some other recent progress:

- A Central Services Showcase Event, organised by NDM, ran on Tuesday 8th March 2016. It gave all NDM staff and students, and those from other departments on the ORC site, the opportunity to engage with and ask questions from central service departments.
- NDM are taking part in the MSD pilot Mentoring scheme for academic related, administrative, support and technical staff. Applications closed in April, and mentees are being matched with mentors and first meetings are being arranged.
- An NDM training programme has been developed with OLI, with courses targeted to different staff groups.
- A new website has been created, and is now live, to support the development of researchers, particularly early career researchers. Bill Dunn in OLI is working on further developing these resources following a focus group with NDM postdocs to gather feedback.
- One-to-one career sessions specifically for NDM have been re-established, following a short break due to staffing changes in the Careers Service.
- NDM staff and students now have the opportunity to join the Divisional wide Parents Forum.
- The PDR form has been amended to include a section to focus discussions on mentoring.
- A number of NDM staff have been featured in the recently launched Oxford University website ‘Women In Science’.
• Dr Proochista Ariana from NDM received an award for the most acclaimed lecturer in the 2016 Oxford University Student Union Teaching Awards.

• ASSA team memberships have been reviewed in view of this year’s expansion and changes in the Athena SWAN Charter, and new members approached, where appropriate.

• An external recruitment consultant delivered a workshop for administrative/support staff on CV’s. Access to the careers service is limited to research staff and therefore this was considered important to ensure equality of opportunity for all of our staff.

• We are part of a University pilot, utilising a supporting evidence form in recruitment (for grades 1-5). The aim of this pilot is to increase the ratio of BME applicants who progress to interview stage following successful shortlisting (and ultimately appointment, but not within the scope of this project) through an inclusive recruitment process.

• A Departmental Parents and Carers Gateway site has been launched. It is a signpost page to guidance, information and resources.

Some key current projects/work:

• The MOMENTUM campaign is currently running. A key focus area has been identified for each month from Jan to Aug to facilitate continued momentum on key targets from the Silver Award Action Plan.

• Fellowship ‘Top Tips’ data is being gathered for a guidance document, currently under development.

• HR information factsheets are under development, to be available in all HR Offices.

• We were required to run the Universities standardised survey this year. The survey has now closed and MSD are currently analysing the results and will provide us with the data in due course.

• Flexible Working Case Studies are currently being collected and developed.

• A new and improved Athena SWAN website is currently under development for re-launch, which will encompass the current ‘Working for NDM’ information.

• Unit HR pages are under development. These will provide easier access to HR information for employees from the beginning of their employment and signpost support structures.

• Professor Irene Tracey will be delivering a briefing on Recognition of Distinction for non-Oxford based staff at the Tropical Network Conference in September.

• OLI/NDMS are also developing a training programme for delivery at the OTN. We will also hold our annual public speaking masterclass during this event, and for the first year, have opened this up to both men and women, in response to feedback. This is part of our on-going commitment to access to training for overseas staff.