

# The GENERA PAM Tool

PAM

## Task

- Find measures to improve on Gender equality in your institution

## T<sub>1</sub>

- Removing barriers to the recruitment and career progression of female researchers

## T<sub>2</sub>

- Equal opportunities for career progression for male and female researchers

## T<sub>3</sub>

- Supporting the reconciliation between work and private life / care responsibilities

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Where do you want to become active?

Supporting reconciliation

Potential activities	Examples for measures	Indicators related to the activity	Indicators related to the target = Indicators to measure changes
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Potential activities	Examples for measures	Indicators related to the activity	Indicators related to the target = Indicators to measure changes
Working hours	<ul style="list-style-type: none"> <li>• Reasonable working hours, limited overtime</li> <li>• Holiday and vacation policies</li> <li>• Moving meetings to care hours</li> <li>• Availability and equal treatment of part-time positions</li> <li>• Job sharing</li> </ul>	<ul style="list-style-type: none"> <li>• Overtime is limited (yes/no)</li> <li>• Holiday and vacation policies in place (yes/no)</li> <li>• Meetings are held in care hours (yes/no)</li> <li>• Job sharing is available (yes/no)</li> <li>• Our institution communicates that job sharing is possible (yes/no) [GENDER-NET]</li> <li>• Our institution collects gender disaggregated data on the usage of job sharing (yes/no) [GENDER-NET]</li> <li>• # of researchers sharing a job</li> </ul>	<ul style="list-style-type: none"> <li>• Researchers who have reduced working hours due to care for family members</li> <li>• Part-time employment rate of male and female researchers</li> <li>• Child care options offered/supported</li> </ul>

Potential activities	Examples for measures	Indicators related to the activity	Indicators related to the target = Indicators to measure changes
Providing information	<ul style="list-style-type: none"> <li>Information events</li> <li>Websites to bundle and disseminate relevant information</li> <li>Dissemination of a guide on the work-life balance measures available</li> </ul>	<ul style="list-style-type: none"> <li># events held</li> <li># participants, by sex</li> <li>Website created and running (yes/no)</li> <li>Guide exists (yes/no)</li> <li>Guide disseminated to all staff (yes/no)</li> </ul>	
Support for researchers caring for elderly people	<ul style="list-style-type: none"> <li>Agreements with geriatric institutes</li> </ul>	<ul style="list-style-type: none"> <li>Agreements exist (yes/no)</li> </ul>	
Career/Parent-friendly workplaces	<ul style="list-style-type: none"> <li>Establishment of a nursing room</li> <li>"With-Children-Offices"</li> </ul>	<ul style="list-style-type: none"> <li>Nursing room established (yes/no)</li> </ul>	
Facilitating better reconciliation	<ul style="list-style-type: none"> <li>Telework</li> <li>Flexible working-hours</li> <li>Event for employees to discuss work organization and reconciliation</li> </ul>	<ul style="list-style-type: none"> <li>Telework is possible (yes/no)</li> <li>Our institution communicates that teleworking is possible (yes/no) [GENDER-NET]</li> <li>Our institution collects gender disaggregated data on the usage teleworking (yes/no) [GENDER-NET]</li> <li># and % of researchers practicing telework</li> <li>Flexible working-hours are possible (yes/no)</li> <li># events held</li> <li># participants, by sex</li> </ul>	
Working contracts	<ul style="list-style-type: none"> <li>Individually drafted contract agreements</li> <li>Contracts take major life events into account (e.g. childbirth)</li> </ul>	<ul style="list-style-type: none"> <li>Contract agreements can be individually drafted (yes/no)</li> <li>Contracts take major life events into account (yes/no) [EFFORTI D3.3<sup>11</sup>]</li> </ul>	
Provision of childcare	<ul style="list-style-type: none"> <li>Childcare during school vacations</li> <li>Align crèche vacations to university vacations</li> <li>Childcare facilities</li> <li>More posts at the state day care</li> <li>Availability of childcare during work-related events (e.g. conferences, workshops)</li> </ul>	<ul style="list-style-type: none"> <li>Childcare is available during vacations (yes/no)</li> <li>Aligned vacations (yes/no)</li> <li>Childcare facilities are available on campus (yes/no)</li> <li># of post available</li> <li>Ratio posts : needed posts</li> <li>Childcare is offered during work- related events (yes/no)</li> </ul>	
Financial support for childcare	<ul style="list-style-type: none"> <li>Support grants for researchers with care responsibilities</li> <li>Mobility allowance</li> <li>Funding support for childcare in emergencies</li> </ul>	<ul style="list-style-type: none"> <li>Support grants are available (yes/no)</li> <li>Mobility allowance available (yes/no)</li> <li># of people using the reimbursement / support grants, by sex</li> </ul>	
Parental leave & management of career breaks	<ul style="list-style-type: none"> <li>Parental leave cover/replacement</li> <li>Active management of career breaks</li> <li>"Father quota" for parental leaves</li> <li>Individual work time models to combine parental leave with occupational activity</li> <li>Career reintegration programmes for women coming back after pregnancy (e.g. relief from teaching and/or administrative duties)</li> <li>Personnel talk before maternity/parental leave (Exit talks) [FESTA<sup>21</sup>]</li> <li>Personnel talk after maternity/parental leave (Re-entry talks) [FESTA<sup>31</sup>]</li> <li>Sabbatical leave</li> </ul>	<ul style="list-style-type: none"> <li>Our institution collects gender disaggregated data on the usage of leave (maternity, paternity, adoption, parental/family, sabbatical) (yes/no) [GENDER-NET]</li> <li>Parental leave cover is offered (yes/no)</li> <li>Researchers using the leave cover, by sex</li> <li>"Father quota" for parental leaves exists (yes/no)</li> <li>Individual work time models are offered (yes/no)</li> <li>Researchers using individual work time models, by sex</li> <li>Exit / Re-entry talks are practiced (yes/no) [FESTA<sup>41</sup>]</li> <li>% of researchers in maternity/parental leave that had an exit talk</li> <li>% of researchers coming back from maternity/parental leave that had a re-entry talk</li> <li>Sabbatical leave is possible (yes/no)</li> <li>Our institution communicates that sabbatical is possible (yes/no) [GENDER-NET]</li> <li>Measures to support return (after leave) (yes/no)</li> <li>Our institution communicates measures to support return (yes/no) [GENDER-NET]</li> <li>Our institution collects gender disaggregated data on the usage of measures to support return (yes/no) [GENDER-NET]</li> </ul>	



Please click on the activities associated with your task and study the suggested measures

and indicators.

<sup>1)</sup>

Kalpazidou Schmidt, Evanthia; Bühner, Susanne; Schraudner, Martina; Reidl, Sybille; Müller, Jörg; Palmen, Rachel; Haase, Sanne; Graversen, Ebbe Krogh; Holzinger, Florian; Striebing, Clemens; Groó, Dora; Klein, Saskia; Rigler, Dorottya; Høg Utoft, Ea. (2017). EFFORTI – Deliverable 3.3. A Conceptual Evaluation Framework for Promoting Gender Equality in Research and Innovation. A synthesis report <https://efforti.eu/sites/default/files/2018-03/EFFORTI%20D3.3%20FINAL%2027032018.pdf>

<sup>2)</sup> , <sup>3)</sup> , <sup>4)</sup>

FESTA – Female Empowerment in Science and Technology Academia: FESTA Toolkit WP3.2. Towards Raising Organizational Awareness [http://eige.europa.eu/sites/default/files/festa\\_toolkit\\_towards\\_raising\\_organizational\\_awareness.pdf](http://eige.europa.eu/sites/default/files/festa_toolkit_towards_raising_organizational_awareness.pdf)

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