

The GENERA PAM Tool



- Find measures to improve on Gender equality in your institution



- Address gender imbalances in decision making processes



- Establish a gender fair selection process



- Composition and gender fairness of selection committees

Where do you want to become active?

Gender fairness of selection committees

| Potential activities | Examples for measures | Indicators related to the activity | Indicators related to the target = Indicators to measure changes |
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| Addressing unconscious bias in selection committees | <ul style="list-style-type: none"> • Trainings on unconscious bias (for selection committee members) • Information/Documents on unconscious bias (for selection committees) • Public advertising mechanisms for vacant positions • Double-blind peer review procedures • Anonymized Application Procedures • Showing and spreading video clips on unconscious bias • Participant observation of research panels and feedback on meeting practices | <ul style="list-style-type: none"> • # of people trained • # of trainings held • % of selection committee members who have been trained on gender bias • Document on unconscious bias exists (yes/no) • Document is available to all selection committee members (yes/no) • % of vacant positions publicly advertised • Double-blind peer review procedures are applied (yes/no) • Anonymized Application Procedures (yes/no) • Video clips are spread among all selection committee members (yes/no) | <ul style="list-style-type: none"> • Share of board / committee members who received information or training on unconscious bias |
| Raising awareness about unconscious bias in the organization | <ul style="list-style-type: none"> • Talks and discussions on unconscious bias • Trainings on unconscious bias (for the management / all staff) | <ul style="list-style-type: none"> • # of talks/discussions/trainings held • # of participants, by sex • % of committee members / management / staff trained | |

Gender balanced composition of selection committees

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|---|--|--|---|
| Increasing the number of women in selection committees (including quotas) | <ul style="list-style-type: none"> • Quotas for women in selection committees • Value committee work in CVs • Invite women from other institutions/abroad to participate in committees | <ul style="list-style-type: none"> • Quota introduced (yes/no) • Quota fulfilled (yes/no) • Number of people/applicants who can mention committee work in their CV | |
| Support female committee members (also may lead to more women) | <ul style="list-style-type: none"> • Compensate for time lost due to committee work • Provide research aid for committee members • Reduce teaching load for committee members • Specific gender trainings for female committee members | <ul style="list-style-type: none"> • Compensation for committee work is offered (yes/no) • Research aid is available for committee members (yes/no) • # of committee members provided with research aid, by sex • Teaching load can be reduced for committee members (yes/no) • # of committee members who have reduced their teaching load, by sex | <ul style="list-style-type: none"> • Participation of men and women in selection boards/committees • Share of women and men among heads of selection boards/committees • Share of gender-balanced recruitment committees |



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

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