

TECHNICIAN COMMITMENT

Action Plan May 2021 – May 2024



Action	Key Area	Target Date	Person/Group responsible	Success criteria/Outcome
Create a regular communication medium via quarterly joint meetings for Sanger Technician Commitment members	Visibility	Jan 2021 onwards	TC manager	Sanger TC members feel they are part of the team and are able to communicate regularly
Continue to raise awareness about the Technician commitment internally	Visibility	May 2021 onwards	Sanger TC members	Regular presentations by team members across the Institute, cascading aims and progress about the initiative, reaching new starters via TC New Starters guide
Continue to advertise training, news and promote events via our internal TC pages	Recognition Visibility	May 2021 onwards	Communications & Events	A one stop shop where technicians/technical experts can easily access materials, resources and events
Continue to raise awareness of the varied technician/technical expert roles internally and externally	Visibility Recognition	May 2021 onwards	Communications & Events Public Engagement Working group	Regular case studies/events across the Institute. Collaboration with Recruitment and Public Engagement teams to increase visibility of technical roles externally
Continue to improve visibility via social media presence (e.g. ensure press releases/blogs mention and recognise technicians/technical experts when appropriate)	Visibility Recognition	May 2021 onwards	Communications & Events	Technicians/technical experts are valued and recognised. Twitter is used efficiently to communicate/share success internally and externally

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Work closely with other Technician Commitment signatories, specifically with Research Institute Technician Group (RITG)	Visibility	May 2021 onwards	TC manager Sanger TC members	Institutes collaborate on joint events and initiatives, such as RITS. Institute is represented at TC signatory events
Encourage technicians/technical experts to attend and present at networking events & conferences and to publish research methods, lab protocols etc.	Recognition Visibility Career Development	May 2021 onwards	Training	Technicians/technical experts contribute to the wider research community where they can learn together and from each other; they are recognised for their scientific contribution
A portfolio of learning & development opportunities organised and facilitated by technical staff for technical staff	Career Development Visibility	May 2021 onwards	Training	Technicians/technical experts participating in, and facilitating, internal training
Support and encourage technicians/ technical experts to attend training via a range of regular Technician Commitment Events virtually and on site (external/internal speakers). A focus on 'Manage your own career' series of talks, organise Career days	Visibility Recognition Career Development Sustainability	May 2021 onwards	Training Communications & Events	Employees are motivated about their career journeys, keep updated about training & technical staff developments and have opportunities to network with fellow technical staff. We will ensure diverse representation of staff being profiled

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Continue to raise awareness of the Technician Commitment Grant	Career Development Sustainability	May 2021 onwards	Finance and Communications & Events	Technicians/technical experts are aware of the funds and use them to support their professional development and enhance their careers
Continue to encourage secondments and work-shadowing opportunities amongst the technician/technical expert community	Career Development Sustainability	May 2021 onwards	Policy, Procedures & Processes	Technicians/technical experts apply for and take up these opportunities to diversify experience and share knowledge
Continue to raise awareness about (internal) Apprenticeships	Career Development Sustainability	Sept 2021 onwards	HR & L&D and Training	Technical staff own their career and increase their skill sets
Nominate technicians/technical experts for awards (internal & external)	Visibility Recognition	May 2021 onwards	Communications & Events	Technicians/technical experts are recognised for outstanding effort/performance
Raise awareness of professional bodies and encourage registration. Support Institute's Employee Champion application. Launch an internal mentorship scheme to support new applicants. Collaborate with experienced RITG organisations to develop mentor support	Recognition Career Development Sustainability	Jan 2021 onwards	Sanger TC members Communications & Events	Technicians/technical experts understand how professional body membership & registration could benefit them and become members and registered. Technicians/technical experts support each other via a mentorship scheme internally and externally

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Clear, transparent and consistent Sanger Technical Career Framework, create a defined 'technical role' for highly skilled Technical Research Assistants	Career Development Sustainability	Jan 2020 onwards	TC manager via Sanger Career Framework Project	Barriers to career progression are removed, technicians/technical experts understand career pathways and what is required to progress; highly skilled technical staff are retained and technical staff have the professional development opportunities for their career journey internally or externally
Technicians/technical experts use (Technical) Coaching/Mentorship scheme	Career Development Sustainability	September 2021 onwards	Training L&D	Technical staff are supported through their career journey via their colleagues as part of Institute's mentoring and coaching scheme
Organise a Technical Symposium and seminar series	Visibility Recognition	May 2021 onwards	Communications & Events	Technical staff have an opportunity to share their technical knowledge and skills, and have an opportunity to network with colleagues across the Institute
Build on community of technician/ technical experts via Public Engagement Working group	Visibility Recognition	May 2021 onwards	Public Engagement Working group	Increased numbers of technician/technical experts who are actively involved in public engagement

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Work closely with the Equality, Diversity and Inclusion team and staff engagement network to ensure the Institute's commitment to tackle issues traditionally facing minoritised and marginalised groups in science, and to drive policy and practice changes to readdress them	Visibility Recognition	May 2021 onwards	TC manager and EDI team	All Technical staff are visible and recognised independent of who they are; diversity is celebrated across the Institute. Improved positive Survey responses
Work closely with IT/Informatics working group to engage and communicate with Technical experts at the Institute	Visibility Recognition	May 2021 onwards	TC manager & IT/Informatics Working group chair	The voice of Technical experts are represented at Sanger TC team and engagement with Technical experts is achieved via collaborating with the working group
Continue to assess the impact of Sanger Technician commitment progress via Surveys. Learn from previous Surveys	Evaluating Impact	May 2021 onwards	Sanger TC members	We are able to measure and evaluate the direct impact of Technician Commitment activities and have embedded the voice of the technical staff in plans. Improve on actions based on results

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<p>Review of all organisational committees to determine overall representation by technical staff, review on appropriate levels of representation and implementation of any changes in Terms of Reference and membership of committees</p>	<p>Visibility Career Development Sustainability</p>	<p>September 2021 onwards</p>	<p>TC Steering Committee</p>	<p>Organisational understanding of governance and committee structures and where Technicians/technical experts are able to share their expertise and shape decision making. Increased representation of the technician community within organisational decision making and changes to committee structures or Terms of Reference as appropriate</p>
<p>Ensure the visibility of Sanger policies between Technical staff via events and communications. Aim to effect changes to existing policies, procedures & processes</p>	<p>Visibility Recognition Career Development Sustainability</p>	<p>May 2021</p>	<p>Communications & Events and Policy, Procedures & Processes</p>	<p>Technical staff are aware of the Institute policies and use them. Sanger policies, procedures & processes are shaped in-line with Technician Commitment goals.</p>