



Summary of Athena SWAN Actions

For all

- Enhance communication with 3IIIs management
 - Town Hall Meetings
 - Communication drop-in sessions
 - Confidential Athena SWAN email
- Promote and support work/life balance
 - Core hours for all Institute meetings
 - '*Bench and Bairns*': a work/life balance forum
- Increase awareness and understanding of family friendly policies
 - Links easily accessible on new 3IIIs Athena SWAN webpages
 - Improve support prior to, during and after maternity leave
 - Raise awareness and support uptake of paternity and shared parental leave
 - Raise awareness of flexible working policy
- Support networking and professional development opportunities
 - Including PhD/Post-doc research days, '*Bench and Beyond*' career workshops and '*Women in Research Network*'

For PhD students

- Embed career development discussions at annual meetings with assessors
- Inspire with case studies of successful 3IIIs alumni

For all staff

- Improve and embed support for career development
 - Employee advice sessions with 3IIIs management and senior HR staff
 - '*Demystifying promotion*' workshop run by 3IIIs and HR
 - '*Making P&DR work for you*' workshop run by 3IIIs and HR
 - Institute mentoring committee to ensure all staff are offered an appropriate mentor

For research and clinical academic staff at Grade 8 and above

- Map individuals to a '*promotion pathway*', offer dedicated forum for promotion discussions
- Provide more opportunities to serve on internal and external committees
- Support and encourage attendance at leadership training courses

For clinical academics

- Support *CiRN*: Clinicians in Research Network
- Establish a cross-Institute clinical mentoring scheme
- Run an annual Translation Medicine event including career talks from senior female academics

For new staff

- Provide an 'induction pen-drive' containing all relevant information
- Invite staff at Grade 8 and above to give an Inaugural lecture
- Prepare a bespoke list of '*10-people to meet in a month*'