

Appendix B: 2021-2023 Institution Action Plan

Work substantially completed / ongoing priority	Work initiated but not completed	Work yet to be started
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Ongoing Actions	Action Focus in Year		
	2021	2022	2023
• Drive progress in our Technical Commitment through executive sponsorship and governance.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Refresh our Self-Assessment and monitor our Action Plan for completion through dedicated resources.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Establish an process for collating and publishing nationally recognised development opportunities.	<input checked="" type="checkbox"/>		
• Ensure good practice is shared widely to promote the contributions of technical staff to the University, the wider community, teaching, enterprise and research.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Monitor and track actions to recognise achievement and maintain progress.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Staff Well-being			
• Ensure equality gaps, health and wellbeing objectives are prioritised.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Recognise the significant ‘essential worker’ contribution made by technical staff in supporting the UH community during the Covid-19 pandemic.	<input checked="" type="checkbox"/>		
• Promote a healthy lifestyle in collaboration with Hertfordshire Sports Village / Active Staff and local wellbeing plans.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Record working arrangements giving consideration to supporting staff to work flexibly.	<input checked="" type="checkbox"/>		
Visibility			
• Ensure technical staff are included in local and institution-wide planning at operational and business level.	<input checked="" type="checkbox"/>		
• Create a dedicated technical staff communication channel.	<input checked="" type="checkbox"/>		
• Record all UH employed technical staff, and provide links to teaching, learning and research development activities.	<input checked="" type="checkbox"/>		
• Continue to hold internal showcases, events and conferences for technical staff.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Continue to recognise the contribution of technical staff through University communications.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Recognition			
• Be proactive in seeking external recognition for technical staff through awards and publications.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

• Define and implement a process for the ongoing promotion of professional registrations by linking to CPD allocations.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Showcase the role and contribution of technical staff in Teaching and Learning.	<input checked="" type="checkbox"/>		
• Further develop the hybrid role of technician / tutor / lecturer for implementation within career pathways.		<input checked="" type="checkbox"/>	
• Submit application for Employer Champion status following confirmation of 6 successful professional registrations with Science Council.		<input checked="" type="checkbox"/>	
• Continue to ensure technical staff are eligible for recognition within the VC Awards scheme.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Career Development			
• Develop a career development framework for technical staff.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Develop a set of job families, alongside a clear career pathway model, for technical staff at the University.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
• Promote informal and formal development opportunities for technical staff (success criteria - apprenticeships; mentoring, coaching and shadowing etc.)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Maintain and evolve membership of relevant organisations that champion and promote technical staff expertise and contributions within HE.		<input checked="" type="checkbox"/>	
• Review the technical development SkillUp! programme	<input checked="" type="checkbox"/>		
Sustainability			
• Meet the challenges of time constraints with development activities such as off the job training e.g. LinkedIn Learning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Identify means of delivering succession planning to support the future business needs of specialist roles within career pathways: map out how technical staff can move within the University both in other areas in technical roles and other job families		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
• Develop strategy for staff retention within specialist areas, as well as develop a talent pipeline from apprenticeship level upward.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>