

**University of Hertfordshire Technician Commitment Action Plan 2018-2021**

Theme/Action	Led By	Phase 1 (Jun 2017- May 2018)	Phase 2 (Jun 2018 - May 2019)	Phase 3 (Jun 2019- Jun 2020)	Success Criteria	RAG
<b>Ongoing Actions</b>						
Confirm future project sponsorship and governance beyond phase 2	PL		Apr-19		Future project sponsor confirmed by CEG	
Complete biennial Self-Assessment and 24 month Action Plan for Science Council	PL		Oct-18	Jun-20	Gain and maintain Employer Champion Status through Science Council	
Collating and publishing nationally recognised development opportunities.	PT		Sep-18		Data published on SharePoint	
Promote good practice at local level to enhance visibility of technical staff within area	S			Jun-20	Employer Champion Status, Technical VC Award	
Building and enhancing technical networks and enabling relationships/mentoring within the technical community	PL			Sep-19	Technical staff participating in Leading through Coaching	
Evaluating the impact of technical staff and their influence on the Student Experience	G		Nov-18		HESA, MFQ, NSS	
Encouragement of technical staff to engage with project objectives	PT			Sep-19	Local development budget spent on Prof Bodies fees; CPD Days (Core Report)	
<b>Visibility</b>						
Marketing and Communications strategy for the development of supporting internally and externally facing websites and publications	M&C/PL		Oct-18		External website, Staffnet, FACES, HertsTech Connec-Tech	
Establishing local communication activities for the Technical staff community	PT		Oct-18		HertsTech; Café Scientifique, workshops, drop in sessions	
Establish links and affiliations with partnership institutes and local FE/HE Colleges	PL		Jan-19		Shadowing, collaborative projects, joint training	
Introduce a biennial Technical Staff Conference from 2019/20	PL			Jun-20	Attendance Records	
Identify all Technical Staff employed by UH	PT		Oct-18		Compare HR technical staff report with TSP survey	
<b>Recognition</b>						
Promote Professional Registration with support from CEG	G		Feb-19		Increase in professional registrations	
To increase submissions by technical staff for a range of national and international awards and publications	PT		May-19	May-20	PAPIN	
Evidencing the role of technical staff in Teaching and Learning	PL		Nov-18		HESA Return	
To explore the development and approval of a new hybrid role of Technician/Lecturer, with appropriate review of grading	PL/G			Jun-19	Approved structure and hybrid posts	
Aim to introduce a category specific to technical staff for the VC Awards	PS/G			Jun-19	First nominations and award	
To commence application for Employer Champion Status	PL			Jun-19	Application submitted	
To gain commitment for a review of pay and grading including progression criteria for technical staff to ensure fairness and transparency across SBU's	PS/G			Jun-19	Approve review	
<b>Career Development</b>						
To support the development of technical career pathways through publishing examples of discipline specific case studies	PT			Sep-19	Publications, Mapped journey on websites	
To support the development of opportunities for technical staff through avenues such as: Apprenticeships; mentoring, coaching and shadowing etc.	PT		Feb-19		Shadowing application form, Career pathway sessions, Networks developed	
To make available and promote a pool of resources that provide career planning toolkits	PT		Feb-19		Website/SharePoint	
Maintain and evolve membership of Higher Education and Technicians Education Development (HEaTED)	PL			Sep-19	Increase in regional activity/UH hosted events	
<b>Sustainability</b>						
To identify areas of concern regarding balancing time constraints with development activities e.g. off the job training	PL		Jan-19		Paper to CEG outlining issues and recommendations	
To identify means of delivering succession planning to support the future business needs of specialist roles	PL/G			Sep-19	Paper to CEG outlining issues and recommendations	
To develop strategy to enable professional registration, apprenticeships, etc.	PL/G			Nov-19	Workshops, drop-in sessions, literature, webpages	
Evidencing the impact of technical staff on the student experience	PL			Dec-19	Module Questionnaires, NSS, feedback	
Collaborate with local education authorities to promote technical careers and work experience opportunities	PL		Feb-19		Herts College Consortium	
Increase student work experience placements by creating guidance and resources for managers	PL			Jun-20	Resources and guidance created	
Complete Self Assessment annually to remain compliant towards Employer Champion Status to reiterate the University's commitment towards the Technical Staff community	PL		May-19	May-20	Self-assessment completed, compliance maintained	
To meet criteria for UH to become an Employer Champion	PS/PL/G			Nov-19	Submission criteria met, application paperwork completed, Award received	
<b>Technical Staff Wellbeing</b>						
To make available and promote a pool of wellbeing resources tailored specifically to meet the needs to Technical staff	PT			Nov-19	Links to EAP, Mindfulness, Counselling, Mentoring, coaching etc. collated and published	
To identify areas of concern regarding work-life balance	PS/G			Nov-19	Action plans in place to address identified issues	

Key	
<b>Code</b>	<b>Title</b>
PS	Project Sponsor
G	Governance
PL	Project Lead
PT	Project Team
S	Stakeholders
M&C	Marketing and Communications

RAG
Delayed
In Progress
Completed/Start Pending