

Statement of Expectations: Technicians and Technical Managers / Leaders (including research leads managing technical staff)

Technicians make critical intellectual contributions to teaching and research through the provision of core technical excellence, and in maintaining and developing new technologies and methodologies across the University of Liverpool.

In addition to the responsibilities and expectations set out in the concordat to support the career development of Technicians and technical professional staff, The University of Liverpool wants to ensure that Technicians through grants are well supported as equal members of research teams, and have access to appropriate career development and progression.

Responsibilities of Technical Managers / Leaders:

Leadership & Communication

1. Provide leadership and direction to assist Technicians in establishing their career objectives making full use of the University's annual PDR process, PDR quarterly update facility and PDR guidance to facilitate individual discussion and recording of objective, plans and development.
2. Ensure technicians are fully integrated into discussions regarding relevant decision making, wider School and University plans and initiatives, including representation on relevant committees.
3. Awareness of equality and diversity considerations, including unconscious bias and promotion of inclusivity and opportunities for all Technicians.
4. Actively promoting the support mechanisms for technicians to access in relation to the pastoral support they provide to students.
5. Championing the work of technicians and ensuring recognition is given on relevant research papers.
<https://www.liverpool.ac.uk/intranet/media/intranet/humanresources/academy/developing/Fair,Attribution,Guidelines.pdf>

Skills Training

6. Demonstrate full commitment to enhancing professional skills development and training for supervised Technicians, e.g. Career Coaching, Recognised Teacher Training, Project Management.
7. Support the application of funding for development opportunities from a centrally held Technicians development budget.

Career Development

8. Engage with formal regular review via PDR process in line with University policy, together with more frequent informal review as appropriate. Allocate a minimum 10 days pro rata, per year, for their Technicians to engage with professional

development opportunities, supporting Technicians to balance the delivery of their involvement in research projects, demonstrating /teaching and their own professional development, recognising that Technicians will pursue careers across a wide range of employment sectors.

Responsibilities of Technicians:

Leadership & Communication

1. Participate with supervision and teaching, where appropriate, of more junior members of the groups.

Skills Training

2. Take responsibility for participating in training and development that will contribute to self-development, the local research environment and the discipline.
3. Undertake development and training in line with regularly reviewed training plans and maintain a record of development.

Career Development

4. To take an active role in the wider technical community for example, by supporting, facilitating and attending network events run by the Liverpool Technical Network.
5. Engage with formal regular review via PDR process in line with University policy, together with informal review as appropriate
6. Reflect on and respond to feedback and guidance as part of a constructive dialogue.
7. Identify and pursue development opportunities for career development through various CPD. Take ownership of their career, identifying opportunities to work towards career goals, including engaging in a minimum of 10 days professional development pro rata per year.

Departmental / School / University Actions

1. To continue to embed actions taken from the Technicians Commitment Action Plan Oct 18
2. Commitment to embed Technicians into the University mentoring scheme._
<http://liverpooluni.dualmedia.co.uk/>
3. To develop a career coaching programme specifically designed for Technicians.
4. Support and administration of the technical development fund that can be accessed via applications from Technicians and their managers.