

Appendix A:
University of Liverpool Technicians Commitment Action Plan – Jan 2021 to Dec 2023

Theme	Ref.	Objective	Action	Measure	Lead
Visibility Ensure that technicians within the organisation are identifiable and that the contribution of technicians is visible within and beyond the institution	1.1	To continue to support a community of technicians that will raise the visibility of staff in technical roles across the entire University.	We will continue to support the Technicians Network in hosting workplace tours and providing opportunities for development. We will continue to hold quarterly forums with Technical Leaders to disseminate good practice, highlight progress on our actions and provide a voice for the Technical workforce. We will ensure regular communications about the University's commitment to the Technician Commitment, via the work of the Technicians Network and the Technician Commitment Steering Group.	Quarterly tours to begin again during 2021. 12 forums to be run over 36 months. Rolling comms process throughout lifespan of the Action Plan.	The Technician Network The Academy The Technician Commitment Steering Group
	1.2	To further increase understanding of the contribution and impact that technical roles have towards the University meeting its strategic goals.	We will develop new technicians' careers case studies and videos and make them available externally on our website and social media. We will continue to hold Technical Showcase 'events' utilising hybrid forms of practice, which highlight the multifaceted work of our technical community to all UoL colleagues. We will continue to publish and distribute 'Technically Speaking' an e-zine focused on technical staff biographies, achievements, and professional profiles. We will move the Technicians Hub to our external facing website and redesign it with our new web technologies to help increase the visibility of our technical workforce.	10 within the 36 months of plan. 3 events within the 36 months of plan being published. Increased reach and engagement with the publication. Hub available externally and monitoring of traffic to begin.	The Technician Commitment Steering Group The Technician Commitment Steering Group The Technician Network / The Academy The Academy
	1.3	To ensure that the technical community's views are formally represented at the highest leadership level within the institution.	We will continue to work with a named member of the Formal Senior Leadership Team 'Technician's advocate' - to publicly highlight and acknowledge the importance of the technical community to our core strategic objectives.	Named Formal Senior Leadership Team member(s) actively engaged as Technician's Advocate. Regular attendance of the advocate at Technical Leaders Forum and associated activities.	The Academy

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	1.4	To provide excellent data analysis on technical roles to embed technical staff within institutional workforce planning processes.	<p>We will improve the reporting functionality and access to data by working with the HR systems team and interrogating new reporting software.</p> <p>We will support detailed workforce planning by leaders of the technical community.</p>	<p>Data presented back to faculties for workforce planning on a quarterly basis.</p> <p>Increase in active consideration of apprenticeships within technical teams' workforce plans.</p>	<p>HR Systems</p> <p>The Academy</p>
	1.5	To highlight the contribution our technicians, make towards the scientific research endeavour	We will produce a hybrid marketing campaign to highlight the work of technicians and how they contribute to the #TeamScience agenda.	Campaign agreed with internal communications and launched 2022.	The Technician Commitment Steering Group
<p>Recognition</p> <p>Support technicians to gain recognition through professional registration</p>	2.1	To increase the awareness and take up of professional registration by the technical community.	<p>We will meet our obligations as 'Employer Champions' with the Science Council and continue to regularly communicate the opportunity to become professionally registered to technical staff and encourage engagement with relevant PSRBs – highlighting the career and development benefits of registration.</p> <p>We will maintain a system and budget that enables Technicians who become registered to claim the expenses for their first year back from the University.</p> <p>We will explore using previously successful registrants as mentors for those wishing to become registered.</p>	<p>A 50% increase in the uptake of professional registration across all faculties</p> <p>Registration dates to be published on Tech Hub to encourage cohorts to register</p>	<p>The Technician Commitment Steering Group</p> <p>The Academy</p> <p>The Technical Network</p>
	2.2	To provide internal recognition to technicians and the work they do for the University.	<p>Continue to promote application to the 'unsung hero' award at our annual Staff Awards.</p> <p>Encourage the development of Faculty 'Technician of the year' awards.</p>	Submissions for the award being put to the committee from all areas of the University.	<p>The Technician Commitment Steering Group</p> <p>The Academy</p>

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			<p>Building on previous successes, we will continue to encourage technicians to make applications to the University's Learning & Teaching Fellowship Scheme.</p> <p>We will encourage technicians to put themselves forward for exceptional achievement awards under or annual pay review process (when in operation).</p>	<p>Increase in applications from technical roles for L&T Fellowships.</p> <p>An increase in the submissions from Technicians.</p>	The Technician Commitment Steering Group
2.3	To give recognition for the teaching and research aspects of technical roles and support these to develop.	<p>We will encourage participation from technicians in UKPSF accredited teaching programmes, working with line-managers and PIs to negotiate appropriate development time.</p> <p>Monitor Technician engagement in Researcher Development opportunities such as the Annual Making an Impact series.</p>	<p>100% increase in Technicians attending and completing the Foundations of Learning and Teaching in Higher education (FLTHe).</p> <p>Clear engagement in researcher related activities.</p>	The Academy The Academy	
2.4	To increase the awareness and recognition of the pastoral role technicians play with the student body.	<p>We will promote mental health first aid development to all technicians.</p> <p>We explore the creation of a peer support network for technicians that have dealt with mental health issues</p> <p>We will publish extensive guidance and links to resources on the role Technicians can play in supporting students with mental health problems.</p>	<p>An 20% increase across all technical roles in mental health cpd.</p> <p>Develop an initial proposal for discussion and agreement with Technical Leaders Forum.</p> <p>Newly created resource published and promoted on Tech Hub site.</p>	The Academy The Technician Commitment Steering Group The Academy	
2.5	To encourage recognition of the impact of Technical roles via the PDR process	We will ensure that managers and technical leaders have appropriate guidance on how to recognise, celebrate and encourage the impact of technical staff.	Enhanced PDR guidance available for 2021-22 PDR cycle.	The Academy / HR	
2.6	To ensure recognition of technicians' contribution to the research endeavour is consistent across all faculties	We will continue to promote the Fair Attribution Guidance on a regular basis and ask all senior leaders to ensure this is cascaded into their respective areas.	Technicians and technical teams being attributed on research papers as appropriate.	Faculty Senior Leadership Teams	

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<p>Career Development</p> <p>Enable career progression opportunities for technicians through the provision of clear, documented career pathways</p>	<p>3.1</p>	<p>To enable enhanced career development opportunities through teaching excellence.</p>	<p>We will ensure technicians are communicated about and have access to relevant UKPSF accredited qualifications through The Academy.</p> <p>Provide case studies of technicians who support teach / learning within the Technician Hub and within Technically Speaking.</p>	<p>100% increase in the number of Technicians applying for professional recognition against the UKPSF.</p> <p>4 case studies developed and communicated</p>	<p>The Academy</p>
	<p>3.2</p>	<p>To empower technicians to support the enhancement of their knowledge, skills and career development.</p>	<p>We will continue to collaborate across the University on a project to design a technical career pathways.</p>	<p>A report to be produced with key recommendations to be considered by Formal Senior Leadership Team.</p>	<p>HR & Faculties</p>
	<p>3.3</p>	<p>To clarify existing opportunities for career progression for all technical staff.</p>	<p>We will communicate wide-ranging development opportunities to technicians via the Technical Network.</p>	<p>Examples of staff being successful in applying for roles of a higher-grade following development.</p>	<p>The Technical Network / The Academy</p>
	<p>3.4</p>	<p>To provide funding opportunities to support both internal and external development.</p>	<p>We will maintain the budget and promote the process for application of grants from a centrally held technicians' development fund.</p>	<p>Internal and external development appropriately funded through a transparent and equitable process that encourages maximum return on development funding made available</p>	<p>The Academy / The Technician Commitment Steering Group / The Technical Network</p>
<p>Sustainability</p> <p>Ensure the future sustainability of technical skills across the organisation and that technical expertise is fully utilised</p>	<p>4.1</p>	<p>To enhance clarity and transparency of the technical workforce to enable effective workforce planning for technical roles</p>	<p>We will aim to strategically use apprenticeships in our workforce planning to ensure clear succession routes are recognised and considered by recruiting managers.</p>	<p>Apprenticeship routes made clear to managers as part of workforce planning and the strategic use of levy funds.</p>	<p>The Academy / The Technician Commitment Steering Group</p>
	<p>4.2</p>	<p>To create opportunities for technicians to work across departments to further enhance their knowledge and skills.</p>	<p>We will create an informal Job shadowing scheme where technicians can spend time with other departments to develop new skills.</p>	<p>The utilisation of shadowing and placements as part of the</p>	<p>The Technical Network</p>

				development of technical staff.	
4.3	To identify and develop future leadership talent within the technical community.	We will enhance the opportunities for technical staff to engage in the development of effective leadership and management attributes and behaviours.		A 20% increase in technicians engaging in leadership development.	The Academy
4.4	To investigate ways to enhance the visibility and value of technical roles within the Liverpool City Region.	<p>We will explore opportunities to engage in outreach activities that highlight the value and impact of the technical workforce and technical roles.</p> <p>We will consider opportunities to utilise the Skills Levy through collaborative projects, to support the further enhancement of technical skills.</p>		<p>Identify opportunities to embed Technical roles and skills within existing outreach activities</p> <p>Work with the Employability service to embed Technical roles within Skills-Levy funded projects.</p>	<p>The Technician Commitment Steering Group</p> <p>The Academy / Employability Service</p>
4.5	To analyse equality and diversity data with a view to increase under-represented groups into technical roles	We will explore further outreach activities and targeted recruitment to under-represented groups by linking in with our workforce planning strategy. This will be aligned with other relevant institutional activities e.g., Athena Swan.		A long-term visible change in workforce demographics.	Diversity & Equality / The Academy / HR
4.6	To promote technical careers to school leavers	<p>We will explore the use of digital resources to provide outreach opportunities to young people of year 10,11,12,13 to highlight pathways into Technical careers.</p> <p>We will utilize open days to highlight technical careers to potential students.</p> <p>We will liaise with our central outreach teams to get technical careers embedded into existing activities where possible.</p>		<p>Initial set of digital resources created and appropriately utilised by 2021-22.</p> <p>Technical roles and skills embedded in appropriate open day activities by 2022.</p> <p>By engaging with established events to ensure a technical presence.</p>	<p>Faculty Technical Leads</p> <p>Central Teaching Lab and Faculty colleagues</p> <p>The Technician Commitment Steering Group</p>