

**Research Concordat Implementation Plan  
March 2010**

<b>Action</b>	<b>Principle</b>	<b>Responsible</b>	<b>By When</b>	<b>Progress</b>
1. Develop Concordat responsibilities document for Heads of Institutes	All	Head of Research Services	July 2010	
2. Develop role profiles/responsibilities document for researchers for each grade	2	Head of Human Resources	Completed January 2010	Awaiting agreement with UCU
3. Develop policy for recruitment and selection of research staff	1,6	Human Resources Manager	Completed February 2010	Work completed on reworking and updating Recruitment and Selection Policy. Web to be updated.
4. Review current policies and practices to provide greater stability of employment for research staff	2	Human Resources Manager / Head of Human Resources	July 2010	HR has considered issues relating to bridging funding and guidelines for Academic Units on the use of bridging and other measures to improve job security; guidelines being drafted. Work is underway to try and smooth access to University facilities when transferring contracts.
5. Implement a researcher mentoring scheme across whole University and publicise to all researchers	4	Executive Director of Human Resources / HR Manager	August 2010	Scheme currently being developed. Mentor training planned for 2010
6. Build career development strategy for researchers into organisational HR strategy	2,4	Head of Human Resources / Head of Research Services	June 2010	Underway

7.	Monitor and address the impact of University policies and practices on certain groups of research staff	6	Human Resources Manager	July 2010	To be developed
8.	Further extend our provision of opportunities/advice for career development and management	2,3,4	Careers	September 2010	
9.	Review and update researcher promotions criteria and procedures	1,2,3,6	Human Resources	June 2010	Under consideration by Core Executive
10.	Amend Academic Promotions criteria	2	Human Resources	June 2010	Under consideration by Core Executive
11.	Develop programme of HR training for all PIs with responsibility for staff	1,2,3,4,5,6	Human Resources/ Registry/Research Services	September 2010	Draft programme under discussion with a view to roll out from September
12.	Develop career framework for researchers	2,3,4	RSST, Human Resources (Reward)	August 2010	Underway
13.	Communicate and consult with research staff and managers on significant developments within the plan	1,2,3,4,5,6	Human Resources	Ongoing	Ongoing
14.	Provide quarterly progress reports to Research Committee	7	Human Resources (Ops)	Ongoing	Ongoing