



## UCL GOS Institute of Child Health

### ICH Race Equity Group 2022/2023 Action Plan

The action plan has been divided into five complementary domains: mentoring, teaching and education, outreach, professional development, and recruitment.

Each action item has an underpinning aim, metrics to assess successful delivery of the action and success in the context of the aim. For some of the items there is a ‘narrative’ around the action, providing further information on the aimed impact of the action.

The actions below extend on the previous GOS ICH REG pledges (Autumn 2020), which were to:

- *Document the diversity profile for recruitment panels (with our support of ICH HR)*
- *Deliver race allies training (delivered in Summer event and BHM events)*
- *Support ICH in ensuring representative decision-making / management teams (through the support of professional service teams at GOS ICH)*
- *Listening and learning: Organise conversations about race (again, delivered through Summer event)*

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## Executive summary

The ICH Race Equity Group EG commits itself to supporting the delivery of the following actions, with the support of the wider ICH EDI team, ICH staff and students, and the wider Faculty of Population Health Sciences:

Anti-racist training for all prospective mentors

EDI element to end of mentor feedback

Informal peer-mentor network focusing on under-represented groups

Information gathering – EDI elements to student surveys

EDI training for GOS ICH teaching staff

Curation of a diverse contact list to support outreach work at ICH

Citizenship metric at appraisal – “What are you doing for EDI at ICH and beyond”

Equitable access to support for academic promotions

Recognition of EDI contributions at ICH and beyond

Creation and maintenance of a Race Equity Toolkit for recruitment

Widening awareness of the range of careers at UCL amongst under-represented groups

## A. Mentoring

### 1. Anti-racist training for all prospective mentors

#### Aim:

to give mentees confidence that mentors are appropriately informed & aware, and to support mentors, in the event that discussions on race and ethnicity arise in discussions with mentees.

#### Actions:

- All Mentors across the Faculty of Population Health Sciences to be asked to confirm that they have read UCL's Let's talk about race toolkit for staff
- All Mentors strongly encouraged to attend one of ICH's REG Active Ally workshops (first Workshop in May 2022)
- Active Ally workshops will occur 3 times a year, with initial piloting at GOS ICH before workshop is extended to across FPHS
- Initially delivered by ICH REG, but supported by the cross-faculty Race Equity Initiative, an EDI network through which the Faculty EDI groups share resources and best practice

#### Metric of action implementation:

Development of workshop by May 2022, proportion of mentors confirming that they have read document by end (of calendar year) 2022

#### Metric of impact:

Number and diversity of staff (ECR/senior staff) taking part in mentoring by end 2022, and end of mentoring feedback, reviewed by REG July 2023

#### Narrative:

This item will be supported by the strong relationship between REG and Mentoring group, who have already adopted the suggestion of use of the UCL Race Toolkit to support mentors. This has also been accepted across Faculty.

Race Equity / Race Equality groups across FPHS have agreed to join the initiative (led by ICH REG), with an initial meeting in Feb 2022. We hope that this will support the 'scaling up' of UCL EDI training opportunities for staff and students

### 2. End of mentor feedback

#### Aim:

To identify any concerns or areas for improvement in how mentor / mentees are trained and supported

#### Action:

Additional questions on anonymous end of mentorship feedback form, specifically (a) whether any EDI challenges were discussed during mentorship meetings and (b) whether these discussions were perceived as well or poorly handled (Likert scale) and (c) reasons for response to (b)

#### Metric of action implementation:

Proportion completing questions (a) within first year after implementation

Metric of impact:

Annual reviews by REG of responses to (c)

### 3. Informal peer-mentor network focusing on under-represented groups

Aim:

To promote & support EDI culture

Action:

Creation of once/twice termly journal club at ECR level on ethnicity in research (either with regards to participants – eg diversity in datasets – or amongst researchers). Again, we shall reach out across the faculty to involve ECRs across FPHS. ICH REG senior staff will support this by taking part in these meetings.

Metric of action implementation:

Formation of group before end of June 2022

Metric of impact:

Continuation of group through to 2023, and cross-faculty representation (as a measure of group engagement)

Narrative:

This will in part be dependent on the existing level of ECR engagement across Faculty. The journal club will be open to attendees from all ethnic backgrounds

## B. Teaching & education

### 4. Information gathering (1):

Aim:

To understand the (a) demographics and (b) the specific issues that may be arising in the research and post graduate taught students

Actions:

Undertake annual student survey for PGR and PGT to understand student experience, teaching/ supervision / teaching content

Metric of action implementation:

Survey completed as part of annual REG survey (summer event, next June 2022)

Metric of impact:

Results feedback via SSCC (staff and student consultation committee) for action by graduate tutors, supervisors, and tutors by end 2022

Narrative:

The GOS ICH Co-Deputy Director (Education) is also a member of the REG.

## 5. Information gathering (2):

### Aim:

Understand whether graduate expectations for under-represented groups are met in relation to graduate careers/ destinations (by gathering data on whole cohort)

### Actions:

Addition of question to alumni survey on whether destination expectations have been met (Likert scale) followed by a free text box to gather information to contextualise response

### Metric of action implementation:

Completion of survey by alumni – review of completion July 2023

### Metric of impact:

Annual analysis of responses by SSCC from 2023 onwards

## 6. GOS ICH teaching staff support

### Aim:

To increase teaching GOS ICH staff knowledge and understanding of pedagogy relating to ethical/cultural diversity

### Actions:

Delivery of staff training in an education forum led by Education Leadership and Management team

### Metric of action implementation:

Successful delivery of the training by end of 2022

### Metric of impact:

Evaluation student experience in module and programme feedback / evaluation (annual)

## C. Outreach

### 7. Creation of diverse contact list to invite to ICH events

#### Aim:

To identify and engage groups/schools in the work of GOS ICH

#### Actions:

(In partnership with UCL Widening Participation and ICH Engagement / Outreach groups) identify schools/groups who would benefit from an outreach program/outreach events so that a contact list can be created, and invitations extended to the REG summer event.

#### Metric of action implementation:

Creation of list by REG, and invitation of those groups to REG Summer event, Open Day and other appropriate ICH events

Metric of impact

proportion of schools engaging with ICH events by July 2023

Narrative:

This action will be co-ordinated with ICH Events and Engagement teams.

ICH REG will also work to maintain regular engagement with those who would benefit from an outreach program

## D. Promotions & development

### 8. Citizenship metric – “What are you doing for EDI at ICH and beyond”

Aim:

To recognise work done by ICH staff on EDI, and promote and EDI culture at ICH

Actions:

During appraisal, appraisers should explicitly ask (and document response to the question) “What are you doing for EDI (formally or informally) at ICH and beyond?”

Metric of action implementation & of impact

Feedback during annual REG survey

### 9. Support successful academic promotions

Aim:

To ensure equitable access to support across GOS ICH

Actions:

Creation of a formal support structure at department level for staff prior to submissions for academic promotion (delivered by Departments with support from REG as needed)

Metric of action implementation:

Existence, by Dec 2023, of departmental level structures

Metric of impact:

Annual REG survey

Narrative:

This initiative recognises that those from under-represented groups can be ‘locked out’ of the informal avenues for support given to others. Wider recognition of / access to that support will benefit all, but in particular will benefit those from the under-represented groups. There may be several different models for successful support for those applying for promotions. The ICH PPP model is that support is provided by a panel (volunteers) who provide impartial review and feedback on promotion documents. This model will be shared at an upcoming Town Hall. We suggest that an in-meeting Poll for this Town Hall is: *Would you support the*

*use of this model in your department? Would you volunteer to support the service if it existed in your department?*

## 10. Adaption to existing staff award at GOS ICH

Aim:

To promote an EDI culture and recognise EDI contributions

Actions:

Addition of an EDI criteria to the professional service staff award judging scheme

Metric of action implementation:

Added criteria

Metric of impact:

Annual REG survey

Narrative:

We understand that ICH will be restarting the annual award given out at the GOS ICH Christmas party by ICH Director

For all the 3 categories (education, research, general admin) we suggest that alongside the existing criteria –

1. Communication
2. Above and beyond
3. Creative commitment to their role
4. Embody the GOS ICH values

GOS ICH should add a fifth criteria for successful nominations:

5. Supporting EDI / Race Equity at GOS ICH and beyond

We also suggest that nominations are listed in the Directors bulletin

## E. Recruitment

### 11. Recruitment Toolkit

Aim:

To develop toolkit to be adopted in ICH/EDI recruitment materials

Action:

Development and adoption of toolkit (resource to support the embedding of UCL EDI guidelines into every step of recruitment from creation of post to interview)

Metric of action

Formal adoption of toolkit by ICH/EDI and availability on respective websites

Metric of impact:

Diversity indices at ICH REG, and Annual REG survey

Narrative:

This and the other recruitment items will be supported by the strong relationship between REG and ICH HR, with the HR lead continuing to regularly attend REG meetings.

We seek to complement current ICH recruitment materials/information. The toolkit will be presented to REG for review before end of Feb 2022 ahead of adoption at GOS ICH by July 2022

The toolkit will be used as a starting point. "Cultural intelligence training" will help support more diverse / inclusive recruitment practises, and will be part of the training delivered through the 'Active ally' workshops. A key aim for ICH REG, and across faculty, is to help people better understand cultural difference and how that can impact our perceptions of people from different backgrounds so that we as recruiters/interviewers can limit how these differences may negatively impact on decision making

## 12. Inclusive advertising for GOS ICH recruitment

Aim:

To support diversity of recruitment at GOS ICH

Action:

Creation and cultivation of inclusive recruitment advertising options for new posts

Metric of action:

Adoption of alternative advertising avenues for posts at ICH (confirmation with HR by July 2022)

Metric of impact:

Annual REG survey

## 13. UCL GOS ICH careers event

Aim:

To widen awareness of the range of careers at UCL amongst under-represented groups

Actions:

Annual event (as part of GOS ICH REG annual summer event) where ICH hosts a careers event with presentations on different non-academic career pathways

Metric of action implementation:

Organisation and successful delivery of event through REG, by July 2023



Metric of impact:

Diversity of applicants to ICH / faculty

Narrative:

We seek to organise a careers event which engages a diverse range of local stakeholders, and which opens up the prospect of working at UCL to a wider demographic. This would be an annual event for departments to showcase their work and discuss with attendees the kind of posts available