Technician Commitment Action Plan 2024 - 2026

#	Action	Activities and deliverables	Timescale	[1]Action lead	[2]UoE	[3]AP2	[4]TALENT
		Objective: VISIBILITY *"Ensure that all technicians in the organisation are identifiable and that their contribution is visible within and beyond the institution"*					
V.1	Embed the Technician Steering Committee (TSC) in University governance structure, to ensure it is positioned to influence strategic decisions on issues affecting technicians, and to promote positive change to technician culture	a. Demonstrate commitment of resourcing for TSC which may include a Technician Lead role and/or Coordinator(s)	2024	SLT	P	V9 V12 S1	R1 R12 R14
		b. Formalise Technician Steering Committee terms of reference, ensuring clarity and equitable representation from across the community					
		c. *Ex officio* membership of TSC Chair on relevant University-level committees and working groups, including involvement of professional services leaders' forums				V4	
		d. *Ex officio* membership of TSC members on relevant College/School-level committees and other fora					
		e. Encourage and support of technicians to engage in citizenship, including participation in panels and committees (internal and external to the University)	2024-26	PSL			
V.2	Enhance the profile of the University's technical staff within and beyond the University	a. Confirm the University's formal definition of "technician" to understand exactly which staff are in scope and ensure they are included in "all technician" announcements	2024	TSC/HR	P R T		R3 R11
		b. Acknowledge technician involvement on programme/course/group profiles (e.g., Degree Regulations & Programmes of Study, Research Explorer), naming technicians as appropriate	2025-26	SEdC/LRS			
		c. Establish a regular schedule of "raising your research profile" workshops to support technicians in creating	2024-26	LRS			

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[1] See key at end

[2] UoE Strategy 2030 Focus (People (P), Research (R), Teaching & Learning (T), Social & Civic Responsibility (S))

[3] Relationship to Action Plan 2 actions

[4] Relationship to TALENT Commission recommendations

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		and maintaining profiles (e.g., PURE, ORCiD, Research Explorer)					
		d. Signpost and promote resources to support and encourage technicians to craft web profiles (e.g., EdWeb), pen portraits, email signatures and social media profiles	2024	TSC			
V.3	Improve internal communications to ensure technical staff are aware of opportunities and resources and to enhance the profile of technical staff across the wider University community	a. Improvement of new-start information to ensure a more tailored approach for different staff types (including technical staff) to ensure technical staff find their community(/ies) and understand training opportunities and other available resources	2024-26	HR	P	V8 V11	R15
		b. Establish a new format (DotDigital) for the regular technician newsletter to ensure engagement levels can be monitored to inform content for future editions		TSC			
		c. Create and maintain a new Technician Hub SharePoint and Teams, through which technicians can communicate with one another, share best practice and achievements, and discover opportunities, resources and sector updates		TSC			
		d. Maintain the external facing technician webpages, to enhance the visibility of technical staff within and beyond the University	2024-26	TSC			
V.4	Establish, maintain and promote a regular programme of technician events in the University calendar	a. Coordinate and host an annual Technician Week. This will include: community building activities; recognition through Technician Awards; and visibility through Technician Image Competition	2024-26	TSC	P	V7 R5 C1	R11
		b. Collaborate on coordinating and hosting all-Scotland technician events to broaden the network and share best practice					
		c. Maintain and further develop the Edinburgh Technical Collaboration (ETC) technician network through events and initiatives, which may include networking and reciprocal tour days for REF2029 joint submission units					

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		d. Support and promote local campus technical network events with a view to establishing equitable opportunity across the 5 campuses					
**Objective: RECOGNITION** **"Support technicians to gain recognition through professional registration and external awards schemes"**
R.1	Better recognise the contribution of technical staff to learning and teaching	a. Develop a tailored approach to supporting technicians in pursuing teaching accreditation, ensuring clarity of alignment to technician activity, financial support for accreditation fees and a network of accredited colleagues	2024-25	IAD	P T	V10 S3	R10 R11
		b. Champion involvement of technical staff in curriculum renewal and transformation, sustainability in the curriculum and other projects, promoting collaborative and proactive co-creation of courses and programmes (e.g., through Principal's Teaching Award Scheme)	2024-26	SEdC			
		c. Renew discussions with Edinburgh University Students' Association (EUSA) about the possibility of a separate "Technician of the Year" category in their annual teaching awards	2024-25	TSC			
R.2	Better recognise the contribution of technical staff to research and innovation activity	a. Publication of a University-wide fair publication policy	2024-25	LRS	P R	V1 R3	R11
		b. Improve the number of technical staff with PURE profiles (relates to V.1c). This may include: exploring auto-creation of profiles for RTPs; and a more consistent approach to research facility profiles in PURE		LRS			
		c. Ensure technician time on research grants is properly costed, identifying/naming specific technicians, as		ERO			R3 R5

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		appropriate. Explore the possibility for periodic reporting on technician time data					
		d. Ensure technician time on commercial agreements is properly costed, identifying/naming specific technicians, as appropriate. Explore the possibility for periodic reporting on technician time data		EI/ERO			R3 R5
		e. Improve recognition of the essential role of technicians in delivering sustainable research and innovation practices (sustainable labs, communication, equipment sharing, behavioural change), including featuring technician successes in this area via newsletters and other communications		SRS			R5
R.3	Promote and support professional registration for technical staff across the University to ensure technicians can achieve visible recognition of their knowledge, skills and experience:	a. Establish and promote a visible network of professional registration mentors for different technical staff types (e.g., science, engineering, arts)	2025	TSC	P R T	R4 C4	R10
		b. Signpost, maintain and scope extension of the Professional Registration Fund, improving uptake, ensuring equitable opportunity across the University and developing a mechanism for easier monitoring and reporting of uptake	2024-26				
R.4	Better recognise the contribution of technical staff to citizenship:	a. Explore normalisation of citizenship activity as an expected part of all roles (professional services and academic/research)	2024-26	SExC	P S		R12
		b. Review of existing policies and mechanisms to ensure recognition of /remuneration for significant contributions to citizenship		HR			
**Objective: CAREER DEVELOPMENT** **"Enable career progression opportunities for technicians through the provision of clear, documented career pathways"**						
C.1	Actively explore establishing a technical career pathways framework for the University:	a. Develop and implement a rigorous consultation process with key stakeholders	2024-26	SExC	P S		R2 R9
		b. Capture best practice and lessons learned from across the sector, which may include panel discussions with					

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			representatives from institutions who have implemented technical career pathways					
		c.	Explore pathways for all types of technical staff (e.g., research and teaching; management and technical specialists; hybrid) to ensure a comprehensive approach and equity of opportunity. This should include scoping standardisation of technical job descriptions					
		d.	Consider career pathways beyond the HE sector and what is strictly considered as "technical". How might the University attract the best talent, and support fluidity for existing staff such that they are competitive in the job market in other career pathways, institutions and sectors					R7 R13 R15
		e.	Discover, capture and promote career histories for existing technical staff members					
C.2	Support and encourage technical staff to explore new opportunities for development and progression:	a.	Equip technical staff to drive their own development. This may include: support for productive annual reviews; CV writing workshops; tailored careers advice; mentoring	2024-26	SExC	P R T	C2 S5	R10 R15
		b.	Signpost, develop and promote secondment, exchange, job shadowing and other opportunities, internal and external to the University, including through the ETC		HR/IAD			
		c.	Support technical staff to pursue funding opportunities (e.g., UKRI funding where RTPs can be PI/CoI) including identifying and promoting relevant funding calls, and grant writing support		ERO			R2 R5
		d.	Improve signposting of Staff Scholarship Scheme, Graduate Apprenticeships and other opportunities for technical staff to attain additional qualifications. This should include development and promotion of case studies	2024-25	HR			R2 R10

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		e. Signpost external development opportunities (e.g., Herschel, Aurora, Vivien Thomas) and develop case studies to support this		PSL/HR			R2 R10
C.3	Through managers of technical staff, ensure equitable opportunity for development across our large, devolved structure:	a. Engage with the PSL community and academic line managers of technical staff to raise awareness of challenges and opportunities for technical staff (relates to V.1e)	2024-26	TSC	P		R10 R15
		b. Establish a technical managers network	2024-25	TSC			
		c. Create and signpost resources for technical managers (including via new SharePoint)	2024-26	HR			R10
**Objective: SUSTAINABILITY  ** *"Ensure the future sustainability of technical skills across the organisation and that technical expertise is fully utilised"*
S.1	Develop a Technical Skills Directory:	a. Scope the feasibility and value of undertaking a technician survey (e.g., NTDC Technician Survey) to understand the technician population and facilitate planning	2024-26	TSC/PSL	P T	V2	R3 R15
		b. Promote technician-led resource sharing within and beyond the institution, ensuring a visible and accessible catalogue of equipment, facilities and expertise, and identifying and addressing single points of failure. This will act in support of any university-wide scheme and will support collaboration and partnerships in this context		TSC/SRS	S T R		
		c. Promote technical knowledge transfer within and beyond the institution, including via the new SharePoint and Teams (V.3c)		TSC	P S T		R13
S.2	Review recruitment practices and develop strategies to attract and retain the best technical talent:	a. Understand the EDI characteristics of the current technician community and develop strategies as necessary to ensure alignment with the University's goals	2025-26	HR/TSC	P S		R4 R8
		b. Consider how to improve job security for project-funded technical staff	2024-26	HR			

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		c. Use data from exit surveys and exit interviews to inform recruitment and retention strategies	2025-26	HR/TSC			R3
		d. Develop strategies for attracting the best technical talent. This may include: investment in advertising; signing relevant commitments or covenants (e.g., Armed Forces Covenant, BBSTEM)	2024	SLT			R4
		e. Signpost the Time off for Training Policy to technicians and managers of technical staff to improve technician time for CPD and sustainability activities. This should include signposting in annual review documentation	2024-26	HR			R10
S.3	Support development of technical skills in the next generation:	a. Signpost the support available to managers of technicians in using apprenticeships as a succession planning tool (Foundation and Modern Apprenticeships (FA, MA))	2024	HR/PSL	P S	S9	R1 R6 R7
		b. Enhance existing resources for attracting applicants from a range of backgrounds to pursue technical careers at Edinburgh. This may include: greater variety of technician MA case studies; building on Science Insights programme to offer a wider variety of work experience programmes, including consideration for WP participants; encourage and promote technician-hosted internships (e.g., Employ.ed)	2025-26			S4	R6 R13
		c. Continue to support and promote technician-led public engagement and outreach activity	2024-26	PSL		V5	R6

Action lead key:

- EI: Edinburgh Innovations
- ERO: Edinburgh Research Office
- HR: Human Resources
- IAD: Institute for Academic Development
- LRS: Library Research Support (including PURE, Scholarly Comms)
- PSL: Professional Services Leaders (Registrars, Directors of Professional Services and equivalent)

- SEdC: Senate Education Committee
- SExC: Staff Experience Committee
- SLT: Senior Leadership Team
- SRS: Social Responsibility & Sustainability
- TSC: Technician Steering Committee