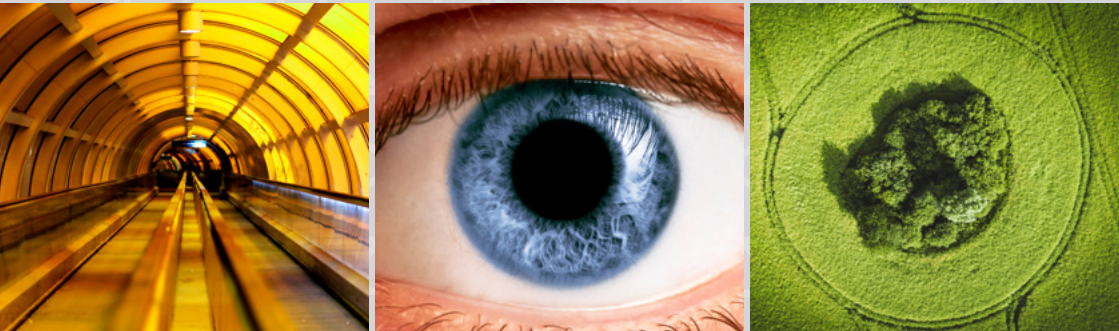


# CONCORDAT AT A GLANCE



An Essential Guide for Research staff and their  
Managers to Support Career Development

**CONNECTING  
RESEARCH**

# RESEARCHER DEVELOPMENT CONCORDAT

## Research Staff

### KEY RIGHTS

In addition to your general rights as a member of staff at the University, the Concordat specifies that you should:

- 1. Be provided with an effective induction, and be made aware of relevant policies and practices.
- 2. Be made aware of clear merit-based recognition, reward and promotion pathways available to you.
- 3. Be provided with opportunities, structured support, and time to engage in a minimum of 10 days, pro-rata, professional development per year.
- 4. In addition to the above, be provided with opportunities and time to develop your research identity and broader leadership skills.
- 5. Have access to professional advice on career management, across a breadth of careers.

### KEY RESPONSIBILITIES

- 1. Be a supportive colleague and contribute to the maintenance of a fair and inclusive research culture.
- 2. Act in accordance with employer and funder policies, procedures, and employment legislation, particularly in relation to research integrity.
- 3. Positively engage with performance management discussions and career development reviews with your manager.
- 4. Take ownership of your career, maintaining an up-to-date career development plan, and engaging in a minimum of 10 days, pro-rata, professional development per year.
- 5. Seek out, and engage with, opportunities to develop your research identity and broader leadership skills.

## PIs and other Managers of Researchers

### KEY RIGHTS

In addition to your general rights as a member of staff at the University, the Concordat specifies that you should be provided with:

- 1. Effective training in relation to equality & diversity, well-being and mental health, and research integrity.
- 2. Effective line and project management training opportunities.
- 3. Effective training and time to engage in meaningful career development reviews with your research staff.

### KEY RESPONSIBILITIES

- 1. Undertake relevant training related to equality & diversity, and put this into practice in your work.
- 2. Ensure that you, and your research staff, act in accordance with the highest standards of research integrity and professional conduct.
- 3. Promote a healthy working environment that supports research staff well-being, and consider fully flexible working requests and other arrangements to support research staff.
- 4. Undertake relevant training and development opportunities so that you can manage your research staff effectively and fulfil your duty of care towards them.
- 5. Commit to, and use, inclusive, equitable and transparent recruitment, promotion and reward procedures for your research staff.
- 6. Actively engage in regular, constructive performance management, and career development discussions with your research staff, including holding an annual career development review.
- 7. Allocate a minimum of 10 days per year, pro-rata, for your research staff to engage with professional development opportunities.
- 8. In addition to the above, identify opportunities and allow time for your research staff to develop their research identity and broader leadership skills, and provide appropriate credit and recognition for their endeavours.

**The Researcher Development Concordat**, published in September 2019, sets out the employment conditions required to create the very best culture for research staff to thrive. It identifies working practices and clear responsibilities, vital to increase the appeal and sustainability of research careers.

The Concordat has three defining principles, covering Environment & Culture, Employment, and Professional & Career Development. For each of these principles, the Concordat outlines the key obligations of research staff, their managers, institutions, and funders.

This summary guide has been produced for research staff at the University of Reading, and their managers. It sets out the key rights and responsibilities for both parties.

Further information, including on institutional obligations under the Concordat, can be found at: [www.vitae.ac.uk/policy/concordat](http://www.vitae.ac.uk/policy/concordat)

## THE CONCORDAT TO SUPPORT THE CAREER DEVELOPMENT OF RESEARCHERS

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