

notus

recerca social aplicada
investigación social aplicada
applied social research
recherche sociale appliquée

Gender Equality Plan 2022-2023

Table of contents

- 1. BACKGROUND..... 1
- 2. MAIN OBJECTIVES 1
 - 2.1. WORK-LIFE BALANCE AND ORGANISATIONAL CULTURE2
 - 2.1.1 Increasing gender competence among Notus staff2
 - 2.1.2 Incorporating gender-related issues into internal regulations2
 - 2.1.3 Providing the GEP to newly recruited staff as part of the starting pack2
 - 2.1.4 Developing a tool for internal monitoring of sex-disaggregated data3
 - 2.1.5 Promoting work-life balance3
 - 2.2 INTEGRATING THE GENDER DIMENSION INTO RESEARCH CONTENT4
 - 2.2.1 Strengthening gender mainstreaming in all thematic areas.....4
- 3. WHO, HOW, WHEN4

1. Background

Notus: applied social research (Notus) is a not-for-profit research organisation, established in March 2013 in Barcelona, Spain as an association of professionals.

Notus mission is to develop research activities using scientifically rigorous methodologies with an interdisciplinary approach with the aim of providing technical assistance to public and private sector actors committed to gender equality, social inclusion and sustainability.

The main thematic research areas are employment and labour relations, qualifications and training, local development, poverty and social inclusion, and gender.

Notus activities include developing studies and reports; giving technical assistance to public and private entities to design, manage and evaluate policies and programmes as well as organising seminars and workshops.

Notus works with diverse institutional actors: public administrations and agencies, not-for-profit organisations, universities and research centres - at the local, regional, national, European and international levels.

Notus adopts gender equality as one of its core principles and acknowledges the multiple benefits of gender equality in the quality and impact of research.

2. Main objectives

Building on existing gender expertise of Notus members, and in line with the new eligibility criterion of Horizon Europe, the analysis of gender equality in the organisation has identified challenges in two thematic areas:

- 1) Work-life balance and organisational culture.
- 2) Integrating the gender dimension into research content.

2.1. Work-life balance and organisational culture

2.1.1 Increasing gender competence among Notus staff

Why? Gender competence among staff is key for advancing gender equality in the organisation. While gender equality is a core principle of Notus, the level of gender competence is uneven.

Goals: To increase the level of gender-competence among Notus staff and provide the opportunity to discuss internal gender-related issues.

How? A participatory training workshop on unconscious gender bias.

Indicators: Number of Notus members and Notus staff participating in the workshop.

Output: Internal gender equality issues discussed and overall gender competence increased.

2.1.2 Incorporating gender-related issues into internal regulations

Why? Internal regulations are operational documents that describe the internal procedures of the organisation. Clear procedures support transparency and accountability; the principles of gender equality and inclusiveness have to be explicitly stated.

Goals: To provide an institutional recognition of the principles of gender equality and inclusiveness.

How? A careful analysis of internal procedures is carried out.

Indicators: Number of relevant procedures modified to include gender equality issues.

Output: Internal regulations revised, including use of non-sexist language in all operational languages of Notus (Catalan, Spanish and English).

2.1.3 Providing the GEP to newly recruited staff as part of the starting pack

Why? It is fundamental that all new recruited staff members are aware that gender equality and inclusiveness are the core of Notus organisational structure.

Goals: Increasing general awareness of gender equality and inclusiveness principles in the organisation.

How? Providing a copy of the GEP to the newly recruited staff at the moment of the start of the contract.

Indicators: Number of staff members who are provided with a copy of a GEP

Output: Inclusion of the GEP in the pack for newly recruited staff members.

2.1.4 Developing a tool for internal monitoring of sex-disaggregated data

Why? Collecting sex-disaggregated data on staff allows to reflect on potential gender inequalities in decision making processes, recruitment and career progression.

Goals: Monitoring sex-disaggregated in membership and different staff category, and adopting corrective measures if needed.

How? Creating a monitoring tool that reports sex-disaggregated data on Notus members, as well as category, employment relation and type of contract of Notus staff. This document is managed by the administration officer. It is discussed every year in the Notus Assembly.

Indicators: Sex disaggregated data of Notus members and Notus staff, by category, employment relation and type of contract.

Output: A management tool to monitor sex-disaggregated data. This new tool should be established in 2022.

2.1.5 Promoting work-life balance

Why? Achieving a healthy balance between work and personal life leads to lower risk of work-related stress and increased productivity. While Notus has always provided flexibility of working time and flexibility to combine on-site and remote work, there is no formal regulation of the right to disconnect and the flexibility criteria of both working time and telework need further discussion.

Goals: Adopting a regulation on the right to disconnect, flexible working time and telework to allow all staff to improve their work-life balance.

How? Establishing an internal regulation of the right to disconnect, flexible working time and flexible telework.

Indicators: Number of staff members benefiting from: the right to disconnect; flexible working time; flexible telework.

Output: Regulation of the right to disconnect, flexible working time and flexible telework. This new regulation should be established in 2022.

2.2 Integrating the gender dimension into research content

2.2.1 Strengthening gender mainstreaming in all thematic areas

Why? Knowledge is most often assumed to be gender-neutral. Yet neglecting sex and gender analysis leads to cognitive errors, wasted opportunities for research and innovation, and reinforces gender inequalities in society. Integrating the gender dimension into research content Improves the quality and impact of research and innovation by ensuring it is relevant to the needs, expectations and values of the whole of society. Gender equality is one of the main thematic research areas of Notus although additional efforts are needed to strengthening gender mainstreaming in other thematic areas.

Goals: Strengthening gender mainstreaming in all thematic research areas and at all stages, both in research and technical assistance projects.

How? A participatory workshop in each thematic area on integrating the gender dimension.

Indicators: Number of thematic workshops; number of Notus staff participating in the workshop.

Output: Increased competence to address sex and gender analysis in all thematic areas.

3. Who, how, when

Who: The GEP is approved by Notus General Assembly. Notus board is responsible for GEP implementation.

How: GEP implementation will count at least 10% of the resources that the board devotes to management.

When: The GEP covers the period 2022-2023. Each year, a report on monitoring indicators and self-assessment will be made public among Notus staff. The report may propose changes in measures or new measures. It will be discussed and approved in Notus General Assembly.

