

## **The Head of Academic Unit's responsibilities under the Concordat**

Heads of Academic Units have the responsibility actively to support the Concordat to Support the Career Development of Researchers and to ensure that it is fully implemented within their unit. Specifically responsibilities will include:

- Ensuring PIs with responsibilities for staff management are fulfilling their responsibilities under the Concordat to Support the Career Development of Researchers with particular regard to recruitment, induction, development, PDR, mentoring, career management and advice, and performance management
- Taking account of PI performance in fulfilling their responsibilities under the Concordat when assessing and rewarding PIs
- Providing an inclusive environment, ensuring researchers are fully integrated into the School through inclusion in PDR activities, participation in staff meetings and away days as appropriate, inclusion on mailbases, and encouragement to participate on relevant School or Institute committees where appropriate
- Providing appropriate support to local induction within the School
- Providing appropriate support to mentoring and to other development opportunities for researchers
- Providing appropriate opportunities for researchers to develop within the School/Institute, for example through involvement in teaching, research supervision, and, where appropriate, support in attending CASAP
- Expecting and encouraging researchers to maintain a web presence on the School and Institute web sites
- Doing whatever possible to safeguard the continued employment of researchers between contracts by employing sound financial management processes to enable maximum use of open ended contracts, and facilitating movement of researchers between projects to assist in the development and retention of excellent research staff