



INŠTITUT INSTITUTE
ZA NOVEJŠO ZGODOVINO OF CONTEMPORARY HISTORY

Privoz 11
1000 Ljubljana, Slovenia

+386 1 200 31 20
info@inz.si

GENDER EQUALITY PLAN

Institute of Contemporary History

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INTRODUCTION

The Gender Equality Plan of the Institute of Contemporary History is a fundamental document prepared in cooperation with the Institute's researchers and management. With the new Horizon Europe Framework Programme, the European Commission is introducing a new rule stipulating that all public institutions, higher education establishments, and research organisations in the Member States and Associated Countries wishing to apply for Horizon Europe's calls should have a Gender Equality Plan (GEP) in place.

The aim of the Institute of Contemporary History's Gender Equality Plan follows the objectives of the R&I PEERS (Pilot experiences for improving gender equality in research organisations) project: to break with the established gender-biased practices and unconscious (unwritten, informal, invisible) rules that limit the participation and successful careers of women and young people at the beginning of their scientific careers and thus contribute to the promotion of gender equality in research.

The Gender Equality Plan must encompass these minimum process-related requirements:

- public release – an official document published on the institution's website and signed by top management;
- dedicated resources – the institution must provide specific funding and expert support for the plan's implementation;
- data collection and monitoring – gender-disaggregated data collection and annual reporting;
- training – awareness-raising, education on gender equality and hidden discrimination for employees and management.

The Institute of Contemporary History's Gender Equality Plan focuses on six areas where we would like to promote or strengthen equal opportunities for all researchers, both in terms of their gender as well as other characteristics that define their situation (the gender, ethnic, religious adherence, etc.). These areas are:

- work-life balance within the organisational culture;
- gender balance in leadership and decision-making positions;
- equal gender opportunities in employment and career advancement;
- integrating the gender dimension into communication and research;
- measures to prevent gender-based violence, including sexual harassment;
- equality for all.

WORK-LIFE BALANCE WITHIN THE ORGANISATIONAL CULTURE

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Allowing for flexible working hours	Employees	Employee families	Data on the employees' use of flexitime	Management	2022 and beyond
Enabling homeworking	Employees	Employee families	Data on the employees' use of homeworking	Management	2022 and beyond
Joint work meetings between 9:00 and 14:00, when possible	Employees	Employee families	Data on the meetings held (invitations, minutes, reports, etc.)	Management, programme and project team leaders	2022 and beyond
Organising joint leisure activities	Employees	Employees	Data on the activities carried out (invitations, reports, etc.)	Management	2022 and beyond

GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING POSITIONS

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Annual statistics on gender representation in management and decision-making positions	Management bodies	Employees	Statistics on gender representation in management and decision-making positions	Management	2022 and beyond
Annual statistics on project management (by gender)	Researchers, management bodies	Researchers	Statistics	Management	2022 and beyond
Training on the importance of gender balance in management and decision-making positions (for the management and researchers)	Director Leaders Researchers	Employees	Training (once every five years)	Management Equality officer	2022 and beyond

EQUAL GENDER OPPORTUNITIES IN EMPLOYMENT AND CAREER ADVANCEMENT

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Annual statistics on career trajectory indicators for researchers; at the start of their career, broken down by gender	Management bodies	Researchers	Annual statistics on career trajectory indicators for researchers; at the start of their career, broken down by gender	Management	2022 and beyond
Regular training for new employees and researchers at the start of their career	New employees Researchers	Employees	Number of training courses organised Number of participants and gender structure	Management Leaders	2022 and beyond
Regular training for employees on how to promote their research and results	Researchers	Researchers	Number of training courses organised	Management Leaders	2022 and beyond

INTEGRATING THE GENDER DIMENSION INTO COMMUNICATION AND RESEARCH

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Analysis of existing language practices in the INZ documents	Professional staff	Employees	Report on the analysis carried out	Management	2022 and beyond
Development and implementation of gender-inclusive models in the official INZ documents	Professional staff	Employees	Use of gender-inclusive language in official documents	Management	2022 and beyond
Training on integrating the gender dimension into research	Researchers	Researchers	Number of training courses organised	Management Leaders	2022 and beyond

MEASURES TO PREVENT GENDER-BASED VIOLENCE, INCLUDING SEXUAL HARASSMENT

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Creating channels for anonymous reporting of disrespectful behaviour, abuse of power, and harassment at work	Employees	Employee families	Appointment of a representative	Equality officer	2022 and beyond

EQUALITY FOR ALL

Strategies (activities)	Direct target groups	Indirect target groups	Indicators	Responsible persons within the INZ	Timeframe
Actively integrating a diversity awareness perspective into all aspects of the INZ	Employees	Employee families	Implementing and updating the Gender Equality Plan	Director Equality officer	2022 and beyond
Employment of persons with disabilities	Employees	Employee families	% of employees with disabilities	Management	2022 and beyond
Employment of foreigners	Employees	Employee families	% of employed foreigners	Management	2022 and beyond

Dr Andrej Pančur
Director

