Human Resources Strategy for Researchers

IDIBELL HRS4R Action Plan 2018 – 2022

April 2020

HRS4R Action Plan development

1. Initial phase

| Commitment letter | Confirmation letter | Application for the HR Award | Initial assessment | |

12 mo

Q3 2013
Endorsement of the C&C

Q2 2014 HRS4R Working Group
Internal survey & sectorial meetings
Gap analysis
OTM-R
Q4 2014 Initial Action Plan design
HRS4R Action Plan 2015 – 2018

Q1 2015
Award granting

HRS4R Action Plan development

2. Implementation phase

| Implementation of the Action Plan | Interim assessment | Implementation of the reviewed Action Plan | Q1 2021 Award renewal assessment |

24 mo

Q4 2017
Internal review

36 mo

Q4 2018 Strategic Plan 2018 – 2022 definition
Q1 2019 HRS4R Action Plan 2018 – 2022 v1.0
                HRS4R Monitoring Committee discussion
Q3 2019 40 principles Charter & Code survey
                Survey results analysis and action prioritization
Q1 2020 HRS4R Action Plan 2018 – 2022 v2.0
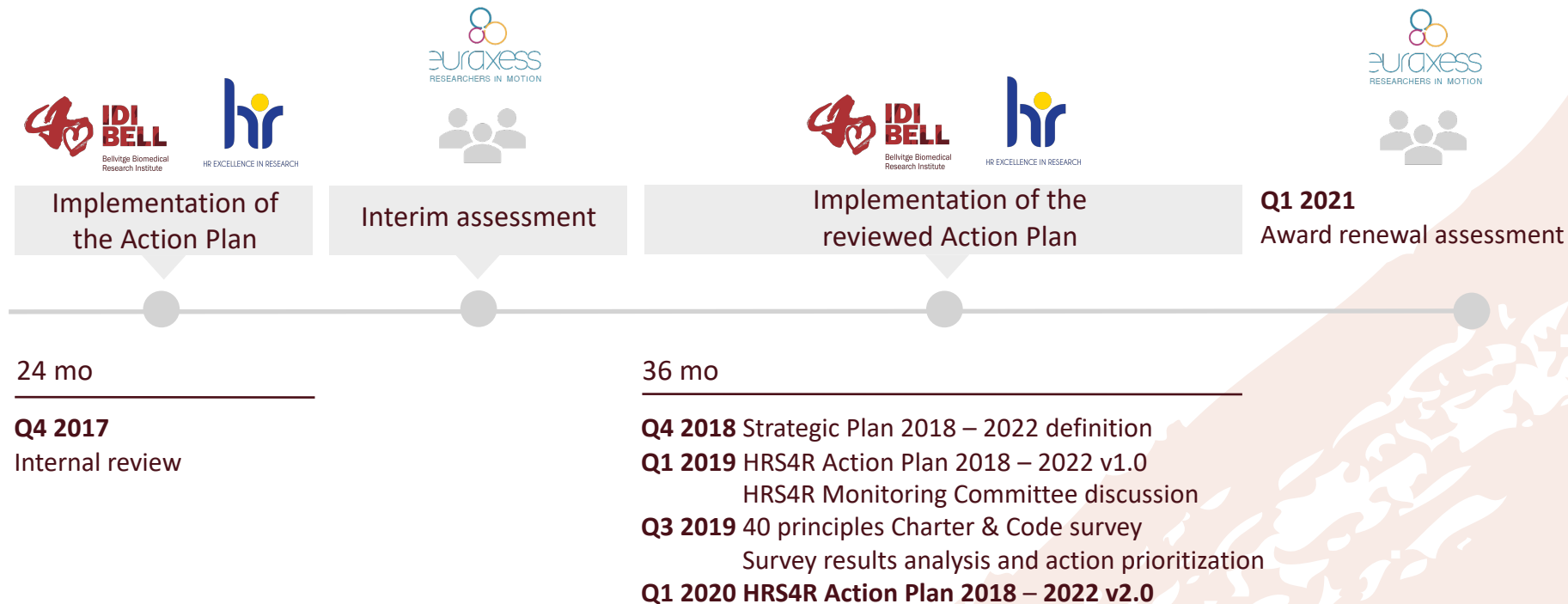
HRS4R Action Plan main areas of intervention

01.
Ethics and professional aspects

02.
Recruitment and selection

03.
Working conditions

04.
Career development & training

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

Rights and obligations

1.1. Define the rights and obligations of IDIBELL affiliates and perform an adscription campaign to improve IDIBELL sensus

1.2. Review and implement the confidenciality code

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

RRI – Ethics

1.3. Review of the IDIBELL best practices in research guide and adjust to the CERCA Code of Conduct

1.4. Nomination of the IDIBELL Committee for Research Integrity

1.5. Establishment of an internal procedure for conflict of interest evaluation

1.6. Further promote training on good clinical research practices

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

RRI – Equality

1.7. Review the equal opportunities plan

1.8. Encourage the organization of events related to equality

1.9. Review gender balance on internal committees, commissions and other working groups and events

1.10. Proactively develop internal policies promoting equality at all levels

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

RRI – Outreach

1.11. Deploy the outreach project porfolio

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

RRI – Open access

1.12. Deploy the open access green route for publications

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

RRI – Data management plan

1.13. Define and implement an open scientific data management policy in accordance with the FAIR principles

HRS4R Action Plan main areas of intervention

**01.
Ethics and professional aspects**

Intellectual property

1.14. Review the IDIBELL intellectual and industrial property regulations for IDIBELL researchers

1.15. Increase innovation recognition in the research career

1.16. Creation of the Business Advisory Body

HRS4R Action Plan main areas of intervention

02. Recruitment and selection

Recruitment strategies

2.1. Review the IDIBELL recruitment procedure – considering open, transparent and merit-based recruitment (OTM-R)

2.2. Implementation of the reviewed recruitment procedure

2.3. Define a recruitment stratey considering scientific priorities, budget issues and competitiveness of the candidates

2.4. Define and deploy a recruitment strategy for young clinical researchers with ICO and HUB / HV

2.5. Define a strategy aimed at capturing talented PhD students – IDIBELL summer intership program

HRS4R Action Plan main areas of intervention

**02.
Recruitment and selection**

Internationalization

2.6. Take advantage of the CERCA program, ISCIII and HRS4R umbrella to boost IDIBELL's visibility at the international level

2.7. Increase the number of international recruitments for R1 and R2 positions

2.8. Increase the number of international recruitments for R3 and R4 leadership positions

2.9. Encourage the acceptance of visiting scientists

HRS4R Action Plan main areas of intervention

02. Recruitment and selection

Welcome

2.10. Review and improve internal procedures related to personnel – welcome procedure, adscription procedure, etc.

2.11. Create a staff handbook

2.12. Create a staff handbook dedicated to foreign researchers

HRS4R Action Plan main areas of intervention

03. Working conditions

Personnel database

3.1. Improve HR data management related to IDIBELL personnel

3.2. Review and implement an adscription procedure

3.3. Establish bi-directional communication with ICO, HUB and UB Human Reseources Departments

HRS4R Action Plan main areas of intervention

**03.
Working
conditions**

Staff management

3.4. Review job descriptions linked to research personnel

3.5. Review job descriptions linked to support personnel

3.6. Deploy the model of professional development for researchers

3.7. Define and deploy the model for professional development for sicentific support and management support

3.8. Define a new collective agreement

3.9. Define a system to track personnel dedication to research projects

3.10. Define and deploy personnel head count policies

3.11. Define transparent criteria to allow postdoctoral researchers to apply for projects as a PI

HRS4R Action Plan main areas of intervention

03. Working conditions

Non-payroll personnel management

3.12. Define and deploy an intensification strategy for non-payroll IDIBELL clinicians @ ICO and HUB

3.13. Define and deploy a compensation model for non-payroll IDIBELL researchers @ all IDIBELL partner centers

HRS4R Action Plan main areas of intervention

**03.
Working
conditions**

Internal communication

3.14. Review and improve internal communiation channels

3.15. Develop and manage a new intranet

3.16. Develop tools within the intranet to facilitate internal communication

3.17. Habilitate participation channels – annual survey

3.18. Include items for research group assessment in the annual staff survey

3.19. Habilitate the appeals and suggestions web tool to include supervision and managerial-related issues

3.20. Organize and foster participation in internal events

HRS4R Action Plan main areas of intervention

**04.
Career development and training**

Professional development

4.1. Deploy the model for professional development linked to researchers (R1 – R4)

4.2. Define and deploy the model for professional development linked to scientific support and management support

HRS4R Action Plan main areas of intervention

04.
Career development and training

Training and career development program

4.3. Define and deploy a comprehensive training and career development program – Areté Program

HRS4R Action Plan main areas of intervention

**04.
Career development and training**

Training and career development program
for **predoctoral researchers**

4.4. Design an harmonized (impacting in all Research Programs) internal PhD student fellowship program

4.5. Build up a follow-up system for PhD students aimed at guaranteeing IDIBELL PhD students' standards under the umbrella of IDIBELL-UB Masters' degrees

4.6. Define and implement a PhD4MD training program

4.7. Foster the IDIBELL PhD Day

4.8. Career advice seminars for researchers in training

HRS4R Action Plan main areas of intervention

**04.
Career development and training**

Training and career development program for **postdoctoral researchers**

4.9. Establish a postdoctoral training program

HRS4R Action Plan main areas of intervention

**04.
Career development and training**

Training and career development program
for **principal investigators**

4.10. Improve and expand the scope of the mentoring program
in coordination with UB – Tenure track level

4.11. Provide Tenure researchers with soft-skills training

HRS4R Action Plan main areas of intervention

04.
Career development and training

Training and career development program
for **support personnel**

4.12. Provide hard and soft skills aimed at training scientific support and management support

HRS4R Action Plan main areas of intervention

**04.
Career development and training**

Training and career development program general for **research support personnel**

4.13. Develop a training curricula offered by the scientific and technical units aimed at IDIBELL users

Human Resources Strategy for Researchers (HRS4R)

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