

Raising the profile of Technical Staff in your Institution: Draft Action Plan

Taken from the Reoprt produced as a result of the following HEaTED Regional Network Event

Region: East of England

Date: Wednesday 11th July 2012

Venue: University Campus Suffolk, Ipswich Campus

Action Plan

Organisational Level:

- Invite Technical Representatives to relevant Board of Studies/Faculty/School Meetings
- Job titles and descriptions to more accurately represent varied roles
- Set up a cross discipline Technicians Committee/Board within your university

Academic Staff:

- Have profiles of Technical staff on departmental websites alongside academics

Students:

- Introduce an 'Induction Passport' for new students at all levels signed off by Technical Staff
- Include a Technical Showcase in induction/fresher's week
- Have a Technicians handbook
- Introduce a Technicians Notice Board for external viewers
- Include Technical support in internal student feedback survey questions

Technical Staff Development

- Have an internal Technical Conference within the University *
- Support Technical Staff in applying for Professional Registration (RSciTech, REngTech, ICTTech, RSci, REng)*
- Support technical staff in accessing appropriate training courses *
- Support staff in accessing training in teaching and learning skills *

Regional and National:

- Have a Regional Technical Conference including staff from several institutions*
- Support Technical Staff in attending HEaTED or other National Technical Conference
- Network with Technicians in the same discipline at other Universities*

* *Areas in which support and facilitation is available from HEaTED*