

## RDM Survey Results 2018

Many thanks to everybody who completed the 2018 survey: we had **one of the highest return rates** in the University (437 responses, which is 75% of our staff), an impressive increase from the 69% response rate in 2016. Students also excelled with a response rate of 71%, a fantastic improvement from the 46% in 2016. **Thank you.**

We are greatly encouraged that the overwhelming question responses have been positive, but we are not complacent in the areas where they are not. Your feedback is essential to help us understand what we are doing well, and identify areas where we need to improve.

The results highlight the positive work which has been done by groups such as the Career Development and Mentoring Committees, Athena SWAN SAT, Communications Officers, HR, Research Support, IT and Finance Teams across RDM.

A breakdown of the results by gender and a comparison to earlier surveys is available on the RDM website at <https://www.rdm.ox.ac.uk/intranet/career-development-and-athena-swan/athena-swan/athena-swan-in-rdm>.

Once the more detailed (but still anonymised) data is available from the University, we will carry out further analysis by RDM division and staff category, and discuss with the relevant RDM working groups. This will help formulate an action plan to address the issues identified. The plan will be published in the first half of 2019 and distributed via the weekly RDM bulletin and the RDM website.

### Professional and Personal Development.

79% of staff and 88% of students ***“Feel that they take time to reflect on, and plan for, their career development”***; 69% of staff and 74% of students “Feel clear about the development opportunities available to them”

***82% of staff and 88% of students, “Feel that they have the opportunity to take on new responsibilities or develop new skills”.***



79% of staff and 77% of students “Feel comfortable discussing their training and development needs with their line manager”.

We will continue to support the RDM Learning and Development Programme as a core activity of the Career Development Committee.

62% of staff and 97% of students aspired to a leadership role, but there was a difference in responses by gender for staff, which will be further analysed.

88% of staff members who answered the induction questions found their induction useful, 88% had an objective setting meeting within three months, and where objectives had been set, 98% found these useful. 82% of students found their induction useful, 92% had an objective setting meeting, and 97% found this useful.

For staff, 79% of respondents had had their Personal Development Review (PDR) within the last two years and 80% of those found it useful. While it is now mandatory for all staff within RDM to be offered a PDR, we still have some way to go before we reach this target. But the high percentage of individuals finding their PDR useful is encouraging and means we will continue to work to encourage PDR update by all staff, and to make the process effective for reviewees and reviewers.

## Culture and Fair Treatment

91% of staff and 92% of students feel they can be themselves at work; 86% of staff and 89% of students are satisfied with their job/role.



Teamwork: ***People feel integrated into their local team (92% staff & 91% students);*** included into their team's social and networking opportunities (91% staff question only) and valued for their work in their teams (89% staff & 84% students). Where the equivalent responses for integration and

inclusion within RDM and Divisions are lower we are working with the new Environment and Culture working group to improve cross-divisional integration. **92% of staff and 94% of students feel that their colleagues are supportive of them.**

11% of staff and 19% of students respondents felt they had been bullied and/or harassed within RDM over the last year, and 16% of staff and 24% of students felt they had witnessed bullying/harassment. These results are disappointing, particularly in light of the work that has been undertaken by RDM in this area. We will continue to offer training and support and consider other actions as a matter of high priority. Our aim is to eliminate harassment and bullying and to create an environment where we treat each other with mutual courtesy, respect and consideration.



## Transparency and Workload

**80% of staff & 79% of students feel their workload is reasonable,** 79% of staff and 70% of students feel there is a fair and transparent way of allocating work in their teams; 75% of staff & 68% of students feel that management and decision-making is clear and transparent in their teams; 76% of staff & 66% of students can discuss work/life balance with their managers.

There is less clarity over divisional and university workload and decision making, and when the survey data is available by division, we will work with divisional teams on actions to address this.

## Management

***We are particularly pleased with the survey results around leadership and management.***

some of the increases are small, some more substantial. 89% feel that their line manager values their contribution, 84% that they receive helpful feedback, 80% that they are supported to think about their professional development and 70% of respondents feel their line manager actively encourages them to take up career development opportunities. The students results are similar to 2016 with the exception of the question “Feel their line manager actively encourages them to take up career development opportunities” where there was a significant increase from 54% in 2016 to 84% in 2018.



Managers and leaders also expressed increased confidence in their roles. 86% feel confident recruiting staff, 76% conducting probationary and personal development reviews, 77% managing projects and finances, 82% managing staff performance and giving feedback, 88% supporting their staff to think about their careers, and 64% feel confident administering HR processes. 65% of managers have undertaken some training and/or development to enhance their leadership skills. We will continue to offer training, support and coaching to enable leaders and managers to further develop their skills

Where there are anomalies (for example, a higher percentage of managers feel confident in supporting staff with their careers, compared to the percentage of staff who feel supported), we will investigate further and put a focus in the action plan. We will also look at further guidance and workshops around HR processes (such as family and sick leave, flexible working) and finance/project management. For the 35% of managers who haven't undertaken training and development, we will investigate to try to understand if there is some effective support which could or should be offered.

## Communication

Individuals feel well informed about relevant news and information (87% staff & 92% students) and the usefulness of all the communication channels has improved.

## Mentoring

***28% of staff have been mentored, a substantial increase from the 5% in 2016: of those respondents, 78% have found it useful. 48% of students are being mentored and 61% have found it useful.***

Most mentees found mentoring helpful for career progression and planning. Mentors found it helped them to pass on their skills and experience for the benefit of others, reflect on their own practice, improve job satisfaction and encourage others to remain in science.

The RDM mentoring scheme is supported by a dedicated Mentoring Co-ordinator and Mentoring Committee. There has also been investment over the last twelve months in an online mentoring system. This support will continue and we will use these survey results to further encourage participation in the RDM scheme as well as Medical Sciences and University schemes.

## Having a voice

There were some survey questions where respondents were routed according to their replies 'are you on a research only contract'. 87% of those who answered 'yes' to the 'research contract' question, agreed that they had mechanisms to raise relevant issues in their research groups, and 70% agreed they could voice issues in their department. Of the staff who responded 'no' to being on a research-only contract, 79% said that they have access to mechanisms to raise issues in their department. These survey results are assessed at institutional level to inform wider strategic objectives, long-term planning, evaluation and work on initiatives and charters. These questions were not asked in the student survey but will be added in the next iteration.

## Next Steps

Further details are available on <https://www.rdm.ox.ac.uk/intranet/career-development-and-athena-swan/athena-swan/athena-swan-in-rdm>.

Where numbers are sufficient, we will run further analyses to look at the data by RDM division and also by staff group.

The analysis will inform the objectives of the RDM committees and working groups over the next two years.

The results will help inform the 2019 RDM Athena SWAN application and action plan.

The staff survey results will also be aggregated at the Medical Sciences Division and University levels to inform wider policies and initiatives.

We welcome your views, if you have any comments or ideas about what we can be doing to tackle issues highlighted above, or anything else please get in touch with Charlotte Smith ([charlotte.smith@rdm.ox.ac.uk](mailto:charlotte.smith@rdm.ox.ac.uk)).

