



RDM 2016 Staff Survey Summary

410 responses (69% response rate)

CVM 56%, NDCLS 61%, IMD 72%, OCDEM 81%, RDM Strategic 100%

More/less women in RDM %, p value ≤ 0.05 and sufficient data to be significant, MSD=Medical Sciences Division, OU=Oxford University

	RDM %	MSD %	OU %	What is RDM doing?
Response rate	69	55	47	Pleased with (and grateful for) response rate, particularly compared to others. (e.g. NDM 42%). Silver Action plan aiming for 75% response rate
Induction				
Prior to November 2014, 63% of new starters found their team induction useful, 63% found their divisional induction useful, 11% were not offered an induction. 59% had an objective setting meeting in their first three months, and 96% found it useful.				
Of those joining since November 2014, 90% of new starters found their team induction useful, 80% found their divisional induction useful, 7% were not offered an induction. 70% had an objective setting meeting in their first three months, and 95% found it useful.	90 80 70 less women	61 57	62 56	Continue with compulsory induction for all new staff. Developing induction for new PI's and line managers. New website will contain all induction material. 3 month follow-ups with new starters to be implemented. Induction events – e.g. WIMM breakfast with the Director and monthly OCDEM welcome meetings. Should objective setting compulsory part of induction?
Line Management				
87% feel that their line manager values their contribution.	87	92	82	
81% feel they receive helpful feedback from their line manager.	81	83	75	

	RDM %	MSD %	OU %	What is RDM doing?
73% feel their line manager support them to think about their professional development.	73	78	66	Trialling targeted training for line managers and new PI's. More courses run locally
62% feel their line manager actively encourages them to take up career development opportunities.	62	69	57	Statement from HoD that training/career development is encouraged and supported in RDM?
75% feel their line manager is a good leader	75	81	66	
PDR				
21% do not know whether their division has a PDR scheme				
Over the last year, 74% have had a PDR meeting, of which 75% found it useful (20% did not find it useful)	74 more women	72	67	PDR toolkits for reviewees and reviewers developed, advertised, available in hard copy and on web. Training course "Having difficult conversations" to be piloted in February 2017 with view to running more
Of those not offered a PDR, 34% new starters, 47% not invited, 19% hadn't arranged one. 50% would have liked the opportunity				PDR is compulsory. Encourage take-up across RDM, but particularly in Divisions where take up is lower
Mentoring				
17% of staff have participated in the RDM mentoring Scheme, 43% as a mentor, 48% as a mentee, and 9% as both				Increase awareness of scheme and encourage more to join, particularly students. Case studies on website.
For mentees, the top four things the scheme had helped with – career progression and planning (34%), professional development, (20%), extending professional network (13%), difficulties at work (12%)				

	RDM %	MSD %	OU %	What is RDM doing?
For mentors, the top four things the scheme had helped with – passing on skills and experiences (39%), reflecting on my own practice (26%), improved job satisfaction (13%), being more positive about working or studying in RDM (10%)				
89% of those that had taken part would recommend the scheme				
Career development				
74% feel that they take time to reflect on, and plan for, their career development.	74 less women	78	76	Career Development Committee established with representatives across all Divisions and staff groups. Career maps on website
57% feel clear about the development opportunities available to them.	57 less women	62	62	RDM Careers Day held annually. Find funding section on website developed with new material added, and RDM Funding bulletin circulated every 2 months. Targeted individual advice provided by Ruth McCaffrey, Research Strategy Co-ordinator. Develop RDM annual training programme for all staff.
74% feel that they have the opportunity to take on new responsibilities or develop new skills.	74	78	76	Workshops, e.g. How to write a grant, apply for a fellowship held annually. Courses for new D.Phil. supervisors. Advertise OLI and Lynda.com. for all staff.
72% feel comfortable discussing their training and development needs with their line manager.	72	81	80	Emphasise this is part of good line management. PDR toolkits list links to all training available
Managing staff				
35% (142) of our staff say they are responsible for leading or managing staff and/or a research group. Out of those individuals:	Less women			
77% feel confident recruiting staff.	77	89	90	

	RDM %	MSD %	OU %	What is RDM doing?
73% feel confident conducting probationary and personal development reviews.	73	84	82	
78% feel confident managing projects and finances.	78	87	85	
80% feel confident managing staff performance and giving feedback.	80	85	84	
78% feel confident supporting their staff to think about their careers.	78	86	86	
53% feel confident administering HR processes.	53	61	61	Drop-in sessions re HR processes?
55% felt they would benefit from training in line management				One day manager course for all line managers will be repeated. IMD is trialling courses aimed at new PI's and these will be rolled out across RDM if feedback positive.
Environment and Culture				
89% feel they can be themselves at work.	89	92	90	
91% feel their colleagues are supportive of them.	91	94	93	
92% feel integrated into their team.	92	94	93	
63% feel integrated into their Division.	63	72	72	Local SAT's?
71% feel included in their Department's social/networking activities.	71	81	78	
57% feel that meetings are scheduled to take caring responsibilities into account.	57	85	81	
40% (2014 29%) had noticed a +ve cultural change in the last 2 years				

	RDM %	MSD %	OU %	What is RDM doing?
97% (2014 88%) had heard of Athena Swan				
87% (2014 71%) feel well informed about news and information of relevance to them				
Divisional Newsletters 76% (2014 68%)				
RDM Newsletter 84% (2014 61%)				
Funding bulletin 71%				
Intranet 81%				
Departments website 85%				
Oxford MedSci news 78% (2014 54%)				
Transparency				
20% are clear about the processes for applying for AP and URL (23% are not, 15% didn't know about it)	Less women			Advertise sources of support and information. Information in weekly bulletin. Information on process circulated to all eligible staff. HoD, Heads of Divisions, RDM Strategic and lead admins available for advice.
15% are clear about the processes for applying for Full Professor (21% are not, 18% don't know about it)				See above
43% are clear about the processes for applying for the annual reward and recognition scheme (21% are not, 23% don't know about it)				Information on web page and circulated to all staff. Article in weekly bulletin. Lead admins and local HR's available for advice/support
40% are clear about the processes for regrading a post (24% are not, 24% don't know about it)				Improved information on web page. Lead admins, HR teams available for advice and support
Workload				
76% feel that their workload is reasonable.	76	79	74	Engaging with MSD and awaiting results of pilot surveys in other MSD Departments

	RDM%	MSD %	OU %	What is RDM doing?
55% feel that there is a fair and transparent way of allocating work in my department	55	69	66	
Flexible Working				
52% report working part time or flexible hours.	52			Review practicality of part-time or flexible hours research posts.
51% have caring responsibilities of some kind	51			http://www.rdm.ox.ac.uk/maintaining-a-good-work-life-balance
Benefits				
60% feel fairly rewarded for the work they do, in terms of salary	60	67	64	
The three highest valued aspects of the University's benefits package are the pension schemes (23.6%), enhanced annual leave (26.1%) and opportunities for flexible working (24.5%). Maternity/paternity schemes 6%, childcare 5.8%				
Management/Decision making				
51% feel that management and decision making processes are clear and transparent in their division.	51	62	60	Committee memberships and summary RDM Committee minutes on website. New website. Drop-in sessions? Which processes?
...36% in the University	36	54	48	
Fair treatment				
18% felt they have been treated unfairly in the workplace during this academic year.	18 more women	15	16	Unconscious bias, equality and diversity and anti-harassment and bullying training mandatory for all staff

	RDM%	MSD %	OU %	What is RDM doing?
10% feel they have experienced bullying and/or harassment during this academic year within RDM.	10	8	9	Initiatives during anti-bullying week – HoD made it clear such behaviour will not be tolerated and will be dealt with. Compulsory training for all RDM PI's and line managers – nearly complete. Compulsory training then to be rolled out to all staff – bespoke or on-line. Emphasise sources of support via web site, posters, booklets and leaflets and encourage people to come forward. Rebranding of RDM Harassment Advisors
16% felt they had witnessed bullying and/or harassment during this academic year within RDM.	16	12	12	See above
Job satisfaction				
83% are satisfied with their job.	83	87	86	
89% would recommend working at the University of Oxford to a friend.	89	95	91	
86% would recommend working for RDM to a friend.	86	87	84	