

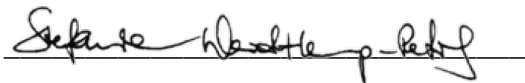


Gender Equality Plan (GEP)

Foreword

German BioImaging - Gesellschaft für Mikroskopie und Bildanalyse e.V. (GerBI-GMB) is fully committed to ensure gender balance, equality and diversity in the organization, to promote a healthy work-life balance among the GerBI-GMB staff and to integrate the gender dimension into the research and teaching content during in-person and online outreach and teaching events carried out by the GerBI-GMB community.

We will achieve these goals through comprehensive measures including open communication, raising awareness, training, and monitoring.

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to read 'Stefanie Weidtkamp-Peters'.

Prof. Stefanie Weidtkamp-Peters

Chair of the GerBI-GMB Board

Content

Introduction

Methodology

Goals and Measures

Monitoring, Evaluation and Reporting

Date: 31.7.2023

Version: 1.0

Period: July 2023 - December 2024

Author: GerBI-GMB e.V.

Introduction

GerBI-GMB is a non-profit association that was founded in 2017 to connect and support microscopists and bioimage analysts as well as bioimaging core facilities throughout Germany. It is a scientific society that fosters knowledge exchange within the community, and interaction between scientists, students, and engineers both from academia and industry. Additionally, GerBI-GMB promotes communication with the public about bioimaging in the life sciences.

GerBI-GMB is actively involved in third-party funding projects, led by principal investigators (PIs). The focus of the scientific projects lays on research data management (RDM), which is an integral part of and a continuous endeavor in the bioimaging landscape. GerBI-GMB actively contributes to the RDM of bioimage data via different projects (e.g., the NFDI4BIOIMAGE project). GerBI-GMB is a German-registered association with the official office in Konstanz, Germany, and adheres to German law.

GerBI-GMB´s organizational structure consists of the employed management, which sets the framework for the non-profit organization and takes care of the organization, administration, and management of the society. Additionally, GerBI-GMB employs PIs for scientific projects.

The administration and management of GerBI-GMB set the frame for work on an honorary basis. The main bodies of the society are

- the GerBI-GMB Board
- the Advisory board
- GerBI-GMB teams
- GerBI-GMB members

GerBI-GMB includes personal, institutional, and corporate members. Members pay an annual fee to the association to ensure the sustainability of the society. The membership rate for students is available at a reduced price. Membership is open to everyone who wants to join the association, irrespective of gender, sexual orientation, etc.

Within the GerBI-GMB community, gender equality plays an integral part and we aim to achieve and maintain gender balance in our committees, among our employees, and our invited speakers at conferences and meetings. GerBI-GMB is dedicated to promoting gender equality in teaching, hiring, and career progression.

This Gender Equality Plan (GEP) describes a set of measures and aims to promote and maintain gender equality through institutional and cultural adaptation. It contains objectives from the 5 fields suggested by the European Commission (European Commission, 2020). We adjusted these recommendations to match the current conditions of GerBI-GMB and will adapt them in the future with the further development of the society. The GEP is intended to include mental health, gender equality, inclusiveness, and non-discrimination as the basis of the GerBI-GMB society and to promote these values among its members.

Methodology

To assess the status quo of gender balance in German Biolmaging, the two bodies of German Biolmaging, the GerBI-GMB board and the Advisory board, will perform an internal review process. The goal of this process is to regularly evaluate the level of gender equality and any challenges to achieving it for German Biolmaging both as an employer and a scientific society with personal, institutional and corporate members contributing to our common goals.

To organize and monitor this process we will in a first step appoint one member of the GerBI-GMB board to become the Gender Equality Representative of German Biolmaging.

In addition, from October 2023 the project manager of German Biolmaging will dedicate 0.1 FTE of the position to the topic of gender equality to ensure the successful implementation of goals and measures on all levels of German Biolmaging activities.

In a second step we will define measures according to the five areas recommended by the European Commission:

- Work-life balance and organizational culture (Goal 1)
- Gender balance in leadership and decision-making (Goal 2)
- Gender equality in recruitment and career progression (Goal 3)
- Integration of the gender dimension into research and teaching content (Goal 4)
- Measures against gender-based violence including sexual harassment (Goal 5)

The measures we envision for German Biolmaging are outlined in the Action Plan and will be continuously adapted according to the progress of the process.

Goals and Measures

No.	Measure	Timeline	Indicators	Aim	Responsibility
1 - Work-life balance and organizational culture					
1.1	working from home	continuous offer for all existing and new employees	digital infrastructure is fit for work from home, percentage of work from home increases.	personal responsibility, all work models are open to all employees, work-life balance is supported, mental health is promoted.	each employee, the contractual framework is set by the management
1.2	parental leave policy and return	continuous offer for all existing and new employees	evaluation of parental leave months for employees	support employees of all genders in taking advantage of the legal options if they wish.	management
1.3	gender-balance in the GerBI-GMB teams	continuous	gender balance is achieved in all teams	keep the gender balance in the board and employee team and improve it in the advisory board, raise awareness for gender balance in the GerBI-GMB teams.	management and team speakers
1.4	guidelines for inclusive language and communication	Q4 2024	a guideline is in place for inclusive language and communication	develop guideline, build statutes and employment contracts on it	management, together with the GerBI-GMB board
1.5	review of job descriptions in terms of gender equality	Q2 2024	gender balance for incoming applications	formulate job descriptions in such a way that everyone feels addressed to promote gender balance among GerBI-GMB employees	management

2 - Gender balance in leadership and decision-making

2.1	gender balance in board, advisory board and among team speakers	continuous	evaluation of gender balance	raising awareness among teams and members	management
2.2	gender equality training	Q3 2024	gender equality training	raising awareness among employees, teams and members	management, together with GerBI team teaching and training

3 - Gender equality in recruitment and career progression

3.1	disseminate vacancies broadly to be inclusive	continuous	evaluation of incoming job applications	give all genders the option for application	management
3.2	gender-neutral language in job description	continuous	evaluation of incoming job applications	give all genders the option for application	management
3.3	revision of process for hiring and on-boarding in terms of gender equality	continuous	evaluation of incoming job applications and gender balance in team	give all genders the option for application	management

4 - Integration of the gender dimension into research and teaching content

4.1	gender balance among PIs for third party funding	continuous	evaluation of gender balance among PIs	balance of gender among PIs for scientific GerBI-GMB projects	management
4.2	gender balance among invited speakers at in-person and online events	continuous	evaluation of gender balance among invited speakers	balance of genders among invited speakers	management
4.3	reporting of the GerBI activities / website / official communication shall be gender-balanced and inclusive	continuous	official communication is inclusive	inclusion of all genders in the society	management
4.4	teaching about the gender dimension	Q4 2024	teaching event	raising awareness among employees, teams and members	management, together with GerBI-GMB team teaching and training

5 - Measures against gender-based violence including sexual harassment

1	elaboration of an anti-harassment code	continuous	violence or harassment of any kind is not accepted in GerBI-GMB	prevent harassment of any kind	management
2	implementing a reporting process to address inappropriate behavior	Q2 2024	a reporting process is in place	anonymous reporting process of harassment	management
3	terms of use of IT infrastructure excludes sexual harassment	Q1 2024	terms of use of IT infrastructure are in place	prevent harassment of any kind	management

Monitoring, Evaluation and Reporting

Measures for the evaluation and monitoring of the GEP will include an annual report to the GerBI-GMB board. The report will be prepared by the Gender Equality Representative and the project manager of GerBI-GMB. It will include statistical analysis of all processes and activities conducted by GerBI-GMB. The report will be shared with all GerBI-GMB members. The GerBI-GMB community will be invited to contribute feedback to the report. Based on the report and the feedback, adaptations of the GEP measures will be discussed within the GerBI-GMB board and shared with the Advisory board and presented to the GerBI-GMB community.

Next to the annual reporting we will establish a process for all members of GerBI-GMB and the GerBI-GMB staff team for continuous direct or anonymous feedback to all aspects of gender equality. Any feedback will be integrated into the annual report.