Please provide a 24-month action plan, detailing future plans to ensure your organisations addresses the themes of the Technician Commitment and details of how impact will be evidenced: (this may be detailed here or attached to this document as an appendix):

Based on feedback from the LMB technical community, and the timescales and resources available, actions 1-7 are high priority.

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
1	Describe career pathways for technically skilled roles.	Career Dev, sustainability	Consultation with HR and facilities to outline the skills, knowledge and competencies necessary at each career stage so that staff can identify how to develop themselves and progress their careers either within or outside the LMB. Technical career pathways are often unique so 'career story' examples can be given as well as more generic pathways.	TCC, HR, Facility Heads	Technicians are able to identify the next steps to take in order to reach the next milestone on their chosen career path.	Increase from 16% of LMB technicians agreeing that there is a career pathway available to them at the LMB to 50% based on survey feedback. A career pathway relevant to each facility is published on the intranet.
2	Create a guidance policy detailing the minimum number of career and professional development sessions technicians should aim to attend per year.	Career Dev	Consult with HR, consider possible training courses specific to technicians. Explore opportunities for education funding for technicians. Guidance for managers on training and career development for technical staff. Policy to cover specifics of professional development, including training courses, meetings, conferences and networking events.	TCC, HR training lead	Metrics on technical staff attending professional development opportunities and how funding is being used.	Increase in technicians attending conferences from 44% to 70% Obtain baseline data for technicians attending training and aim to increase this by 20%
3	Increase uptake of professional registration through the Science Council and Engineering Council.	Career Dev Recognition	Use case studies, raise awareness of career benefits, hold seminars and working groups for peer support.	TCC, HR, external partners – Science Council and Engineering Council	Record memberships over time.	Aim for 15 new memberships and 5 new professional registrations within the two-year action plan period.

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
4	Assess current technical contributions made to published/presented work through authorship and acknowledgements at the LMB by conducting an evidence-based research project and using these data to guide future direction.	Recognition Career Dev	Highlight technical input into LMB publications, for example on the intranet or through the TC newsletter or external news stories. Encourage technicians to maintain their own records of publications and acknowledgements. In year one, acquire unbiased data/metrics on the acknowledgement given to LMB technical staff and facilities in publications and identify papers where technical staff are named authors on publications. Survey technical staff as well as the GSA and PAL about their acknowledgment/authorship experiences. Identify good and bad examples of technical contribution acknowledgement. Collate acknowledgement and authorship guidelines and/or policies in other institutes across the UK and internationally as a point of reference and assess impact of these where possible. Present analysis to Executive Committee for discussion on direction that will be taken in year two. In year two, work towards targeted improvements to technical authorship and recognition as indicated by the data, to enable consistent and fair recognition of technical contributions.	TCC, Library, Executive Committee	Monitor technical authorship and acknowledgement in publications	1) Two articles in the TC newsletter relating to publication and technical input. 2) One external news story highlighting direct technical input into a recent publication. 3) In year 2 work closely with the Executive Committee to provide solutions that ensure technical contributions to research are appropriately recognised by authorship and acknowledgement.
5	Increase and create opportunities for technicians to promote their work. For example, give talks or present posters.	Visibility Career Dev	Continue to work with partner groups such as RITG and UKRI institutes to hold regular MRC symposia and webinars. Enable technicians to present work at existing seminars and symposia. Regular encouragement to take up opportunities by advertising, discussion with managers and highlighting successes.	TCC and external partners	Record number of LMB technicians participating in events.	Record number of technicians requesting to promote their work/give a talk. This will create a baseline which we will aim to increase over the period of the action plan.

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
			Promote other opportunities that arise, such as the Herschel Programme.			
6	Organise the first of an annual Technician Commitment week to focus on career development and networking.	Recognition Visibility Career Dev	Event to include lunchtime talks with visiting speakers for managing careers, networking and professional registration and a lunchtime poster session with prizes and a barbeque.	TCC plus volunteer technicians	Event survey feedback. Metrics on number of participants e.g. how many are from facilities/individual labs/Operations/Ares.	News story to increase both internal and external visibility. Recognition of work through poster competition. Aim for 80% highly satisfied with career talks and other events. Increase participation by 20% compared to 2022 symposium.
7	Increase visibility of technicians on the LMB's external website, social media channels and within the buildings.	Visibility	Dedicated pages on external website for the Technician Commitment, technical roles and facilities. Technicians feature regularly in external news stories. Visual displays, for example in the atrium, updated to include technicians and their roles.	TCC, VisLab, News and Public Engagement	Web page completed. News stories counted and metrics analysed.	Increase feeling of visibility for technicians from 30% to 60% based on survey feedback.
8	Make video highlighting the diverse roles of LMB technicians, upload to YouTube, the intranet and external LMB website and promote via social media channels.	Visibility	Work with Vislab and technical community	TCC, VisLab, technicians, Public Engagement	Metrics on Youtube. Viewed page clicks on intranet and/or external site. Metrics on how many technical staff volunteer to participate in video.	Increase feeling of visibility for technicians from 30% to 60%

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
9	Continue to publish regular newsletter.	Visibility, plus focus on other areas	Email embedded newsletter using mailchimp in order to gather metrics. This will primarily enable visibility, but, depending on focus, can enable other pillars too.	TCC	Count reader metrics. Record and respond to feedback comments to TCC in order to improve and better serve technical community.	Newsletter 1 was read by appoximately 21% of the LMB. Aim to increase this to 50% over the action plan period.
10	Encourage technician participation in public outreach activities, for example LMB Open Day 2023 or Microscopes for Schools	Visibility	Ensure inclusivity of language used in order to open up staff participation. Work with managers to allow time for technicians to participate.	News and Public Engagement, TCC, VisLab	Gather metrics on technician participation in order to assess participation.	Technicians are well represented in these events, Baseline data is required, then aim to increase participation by 10%.
11	Continue to put technicians forward for both internal (Eileen Southgate Prize) and external prizes.	Recognition	Use email, internal advertising screens and newsletters to increase promotion of internal and external prizes. Encourage peer nominations by publishing guidance and advice for nominators. Promote winners through newsletter.	TCC	Monitor nomination numbers and record winners to ensure that advertising is effective. Metrics on nominations: how many technical "groups" are represented in each category (facilities/Operations/individual labs/Ares) and also how many nominations reflect senior versus junior band posts.	Aim to increase nominations for external awards by 10%
12	Promote the technician exchange programme between LMB, LMS and Mary Lyon Centre.	Career Dev	Work with partners at LMS and Harwell to promote the scheme. Use previous exchanges to create news stories and further promote exchanges. Use the scheme both as a means of both training and the crossover of ideas between institutes.	TCC, Facility heads. TC leads at Mary Lyon Centre and LMS.	Post-exchange evaluation feedback from participants to improve the scheme.	Aim for one exchange in first year and at least two in the second year.

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
13	Consider apprenticeship roles as a more diverse form of recruitment.	Career Dev, Sustainability	Promote the possibility of apprenticeship roles when technical roles become vacant. Increase knowledge exchange between facilities experienced in training apprentices and those considering it.	TCC, HR, Facility Heads	Managers are aware of apprenticeships as a possible role.	Dependent on staff vacancies.
14	Embed the Technician Commitment into the PDR (Performance Development Review) process.	Career Dev	Ensure that line managers are aware of the TC and the opportunities and benefits are discussed as part of the PDR process. Specific guidelines for technicians and managers, linked to Action 2.	HR, TCC	Technicians are able to utilise the PDR process to consider whether there are aspects of the action plan that they could make use of in the coming year. For example, training, professional registration.	Specific feedback via TC survey to determine extent of uptake and positive impact on technicians' training and development needs.
15	Background research into the demographics of the LMB technician population. This will give insight into identity and enable greater understanding and long-term planning.	Sustainability	Work with HR and EDI specialist to analyse data on age, gender, BAME, exit interview data. Compare to national data.	TCC, HR	Greater understanding of the LMB technician population achieved, enabling more targeted future plans. Metrics on demographics of LMB technicians compared to other MRC sites or UK institutes.	This will feed into future actions and influence our 3 year action plan.
16	Encourage technical work experience placements.	Sustainability	Promote within the LMB technical community. For example, meet with managers or write an article in the newsletter. Ensure that technicians are aware of work experience schemes and are supported to host students through training or peer support.	News and Public Engagement, TCC, Facility Heads	Gather metrics on how many technical staff host students. Gather metrics on how many technical staff apply to programs such as In2ScienceUK or Nuffield Research Placements.	Obtain a baseline and then aim to increase this by 10% each year.

Ref.	Action	Area	How	Who	Evaluation Method	Success Measures
17	Build a supportive community of technicians in order to improve internal knowledge exchange.	Sustainability	Mix of social and more formal events open to all technicians. These could be a pizza working lunch or tea and cake, for example.	TCC	Track events and feedback from these. Aim to hold 2 events per year. Gather metrics on participation.	Aim for 20 participants at the first event. Specifically aim to include Ares staff due to geographical separation.
18	Repeat survey and 'Operation Cake' in order to assess impact of the action plan.	Assess Impact	TCC to organise in order to gain timely feedback.	TCC	Compare data to 2022 survey and first Operation Cake.	Increase in survey participation from 28% to 40%. Specific improvements in survey metrics as detailed above. Operation Cake II to provide further detailed feedback and ideas for our second action plan.