

Action	Link to TC	Key Outputs	Timeframe		Person Responsible	Success Criteria
			Start	End		
Identify a senior lead on UEC to advocate for and champion technical staff and the technician commitment.	Visibility	Communication and discussion about Technicians and the Technician Commitment at University Executive Committee (UEC). Importance of Technicians' contribution to the University discussed by the Executive.	March 2018	Ongoing	Dr Mark Bacon Director of Research, Innovation and Enhancement	UEC endorsed the nominated senior lead. Statement from senior lead published on website. Pledge to support the Technician Commitment and Technicians minuted.
Establish a Technician Hub/Network	Career development and Sustainability	Create a visible, shared purpose of learning together and technical support among members of the technical staff community	Sept 2018	Ongoing	OD	Bi-monthly meetings held across the University. Increased sharing of practice and resources. Increase in technical staff applying for internal positions.
		Create a mechanism for concerns and issues in the technical community to be raised to the senior lead.	Sept 2018	Ongoing	OD	Institutional Lead receives input from Network. Ideas from Network fed into University practices. Input received from Network on the theme of the Technical Conference.
Establish an annual conference for Keele's technical staff	Recognition	Promote technical work, careers and professionalism	2018/19 academic year	Annually	HR and OD in conjunction with the Network	Conference held. Over 50% of technicians attend. Follow up actions identified. Positive feedback received. Second conference runs in 2019/20.
Resource the delivery of a course on leading technical staff for	Career development	'Leading Technical Staff' runs in 2018/19 with a cohort of technical staff.	April 2018	July 2019	OD	Positive feedback from delegates received. Additional networking of participants.

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current and aspiring technical staff managers.						Funding for a second cohort agreed by the University. Successful promotion of a delegate. Enhance appraisal discussions and identification of development needs fed back to OD at the end of the appraisal cycle.
Review the current formal training offer from OD for relevance to the technical staff community.	Career development and Sustainability	Reviewed and refreshed training offer	Sept 2018	Ongoing	OD	Increased engagement in OD activities.
Create a vibrant dedicated webpace to promote and encourage career development for technical staff and Keele's commitment to the Technician Commitment	Career development and Visibility	New webpages launched with links to resources Pages regularly updated	June 2018	Ongoing	OD	Additional resources added to the pages as the University delivers against the action plan. Regular visitors to the webpages (monitor via google analytics). Group convened to explore the possibility of developing an interactive discussion forum.
Promote the University's pledge to the Technician Commitment	Visibility	Technician Commitment incorporated into the University general recruitment brochure. Technician Commitment logo used on adverts for Technical roles.	June 2018	Ongoing	HR	Logo and statement appears in new general recruitment brochure. Logo appears on technical job adverts and directs potential applicants to webpages, resulting in an increase in external visitors to this page.

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Review the use of Apprentices across the Institution	Sustainability	New technical apprenticeship roles advertised	June 2018	Ongoing	HR	Increase in technical roles within the University's apprentice cohort.
Explore the possibility of using apprenticeship levy monies for current staff development needs	Sustainability	Identification and promotion of relevant apprenticeship training programmes to technical staff.	October 2018	September 2019	HR and OD	3 technical staff to have enrolled on an apprenticeship qualification by September 2019.