Gender Equality Plan

DARIAH ERIC

2022-2024

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1. A Gender Equality Plan (GEP) for DARIAH - Executive summary

The Gender Equality Plan of DARIAH ERIC, the Digital Research Infrastructure for the Arts and Humanities, formulates fields of action, objectives and measures to achieve equal participation of people in DARIAH irrespective of their gender identity.

The definition of those fields of action, objectives and measures was preceded by an assessment of the current situation regarding the participation of women and men in DARIAH. The detailed facts and figures of the assessment can be found in Annex 1.

It should be mentioned that non-binary and gender fluid persons haven't been considered in this report. But we intend to include this dimension in future assessment.

As a conclusion, DARIAH generally has an approximate gender balance within most of its governance bodies. The goal is to maintain this balance in bodies for which equal representation of women and men has already been reached, and to enhance the situation for the bodies for which this is not the case yet. The involvement of women in specific DARIAH activities varies according to the nature of the activity. Efforts should be made in enhancing the participation of women in activities such as presentations, webinars and plenaries at events.

The chapter two of the GEP proposes objectives and measure to meet the defined objectives which are linked to the following areas: improving the recruitment process, entrust prominent activities to women, raising awareness via dedicated training, combatting sexual harassment and supporting work-life balance.

Finally, chapter three gives information about how and at which interval the DARIAH GEP is monitored and updated.

This Gender Equality Plan for the period 2022 to 2024 was approved by the DARIAH Board of Directors on 03.05.2022.



2. Fields of action, measures and objectives

This chapter of the GEP gives answers to the following questions:

- What principles should be followed when aiming towards gender equality?
- What objectives can be defined for the future?
- What measures can be implemented to meet the objectives?

2.1. Recruitment: Selection of staff and appointment of members of DARIAH bodies

2.1.1. Constitution of appointment committees

Special attention shall be devoted to the equal representation of men and women in appointment committees. Committees for open positions shall define and implement measures for the general quality assurance of selection procedures and thus guarantee the execution of a fair and transparent process.

Objective	Measure to reach the objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
To have gender balance in appointment commissions	In calls for volunteers to join appointment commissions, a specific wording is added expressly encouraging women to put themselves forward for consideration	2022	BoD	

2.1.2. Job announcements

The organisational culture of DARIAH shall be reflected in the design of job announcements. Until now, DARIAH's job announcements have contained the following provision: "DARIAH ERIC is an equal opportunities employer and is committed to the employment policies, procedures and practices which do not discriminate on grounds such as gender, marital status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community".

In addition to the declaration that DARIAH is an equal opportunities employer, job advertisements shall also contain a statement that the work environment is gender-sensitive¹.

¹ The concept of gender sensitivity is a way to reduce the barriers caused due to discrimination and gender bias. Creating the right kind of gender-sensitive environment leads to mutual respect regardless of their gender.



Objective	Measure to reach the objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
Reflecting that the organisational culture of DARIAH is gender-sensitive	To add a statement to job announcements that the work environment is gender-sensitive	2022	BoD, Secretary General	

2.1.3. Host institutions of DARIAH staff

Host institutions of DARIAH staff should be made aware of the fact that DARIAH has a GEP in place. Since these personnel are not legally and hierarchically bound to DARIAH, it is important to at least emphasise that DARIAH is committed to the provisions of this plan.

Objective	Measure to reach the objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
To make host institutions of DARIAH staff aware that a DARIAH GEP is in place	To add a link of the DARIAH GEP to secondment contracts with DARIAH staff host institutions	2022	Administrative and legal Officer, Secretary General	

2.2. Giving women a prominent place in major activities of DARIAH ERIC

The numbers detailed in Annex 1 show that the representation of women in programme committees and as keynote speakers at DARIAH Annual Events is already generally satisfactory. DARIAH should continue this way. However, important efforts need to be undertaken in the future to give women a more prominent place in activities such as presentations, webinars and plenaries at events. Furthermore, the chairs of DARIAH Working Groups should be encouraged to consider gender balance within the Working Groups, and to actively recruit new participants toward achieving this goal.



Objective	Measure to reach the objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
To reach gender balance for invited speakers in training events	To identify and select potential speakers taking that objective into account	2022	Training and Education Officer	
To encourage DARIAH Working Group leaders to consider a balanced gender ratio within the Working Groups and among the WG leaders	To add a specific wording to the WG policy document taking that objective into account	2022	CIO team	
To encourage teams that apply for DARIAH call for proposals to consider a gender balanced constitution of their team	To add a specific wording to DARIAH call texts taking that objective into account	2023	Chair of the relevant call for proposal	

2.3. Raising awareness via training initiatives

On a continual basis, the BoD shall place high priority on the topic of gender equality and promote an overarching culture within DARIAH.

One possibility of raising awareness of gender bias and to sensitise DARIAH members to that topic is to offer specific training. Through sound knowledge, participants are empowered to deconstruct existing assumptions. If implemented systematically, it facilitates more efficient actions and a positive change in attitudes.



Objective	Measure to reach the objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
Raising awareness of topics such as diversity, inclusivity, gender- sensitivity, gender bias, bullying and discrimination	To organise workshops, seminars and trainings for the members of the DARIAH bodies and the wider DARIAH community focussing these issues	2023	Training and Education Officer	

2.4. Combatting sexual harassment

DARIAH condemns any type of sexual harassment, bullying and discrimination. It is part of the duty of care of DARIAH to protect its employees from this within the workplace. The BoD commits to immediately investigate any complaints of sexual harassment, bullying or discrimination, which become known to it. If employees are affected or feel affected by sexual harassment, bullying or discrimination, they have the right to obtain advice and support. A concrete procedure will be defined and formalised in a DARIAH Dignity and Respect Charter. Furthermore, the Dignity and Respect Charter will go beyond gender-related aspects and will serve as Code of Conduct for DARIAH staff in the workplace and for the wider DARIAH community attending DARIAH conferences and events.

Objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
To set up a DARIAH Dignity and Respect Charter	2023	Administrative and Legal Officer, Secretary General	

2.5. Work-life balance

The BoD shall play an active role in I helping employees to maintain an adequate work-life balance. As far as conditions allow, DARIAH shall offer flexible working possibilities including flexitime regulations, the change from full to part-time and vice-versa and possibilities of mobile and remote working. Part-time employees shall be granted the same career development and training opportunities as full-time employees. Parental leave for all employees, regardless of gender, should be supported in line with the local regulations. The technical preconditions for the flexible workplace must be ensured.

It is to be noted that in the past, DARIAH has already provided opportunities for flexible working, which has increased since the COVID-19 pandemic.



Objective	Timeline for implementation	Responsible for implementation	Monitoring of progress in % (to be used at annual review meeting)
To set up guidance for DCO staff including above mentioned measures of worklife balance	2023	Secretary General	

3. Data collection, reporting and adjustment of the GEP

Annually, updates of gender-aggregated data on recruitments and appointments (Annex 1) shall be prepared by the DCO and presented during a Senior Management Team meeting. Also, the implementation of the measures and objectives of this GEP (section 2) shall be monitored and adjusted to current developments, if necessary.

In this context, factors which hinder the implementation of the GEP shall be identified, and alternatives shall be developed.



Annex 1 - Assessment of the situation

1. Representation of women and men² in DARIAH bodies

DARIAH ERIC is constituted by the following governing bodies:

- Executive Bodies: General Assembly (GA) and Board of Directors (BoD)
- Advisory Body: Scientific Board (SB)
- Coordinating Bodies: National Coordinators Committee (NCC) and Senior Management Team (SMT)
- Implementation Bodies: Joint Research Committee (JRC), Virtual Competence Centres (VCC) and Working Groups (WG)
- Administrative Body: DARIAH Coordination Office (DCO)

DARIAH's organisation chart can be found here: https://www.dariah.eu/about/organisation-and-governance/

People involved in the various DARIAH bodies have different formal links to the infrastructure.

Depending on the specific group people belong to, the DARIAH Board of Directors and the DARIAH General Assembly may have direct responsibility - or not - to select, appoint and recruit them.

The following table gives an overview of who is responsible for the selection, appointment and recruitment of the members of the different DARIAH bodies and groups.

	Body/ group	Selected and appointed by	Employer	
1.	DCO	BoD	DARIAH ERIC or personnel from higher research and education institutions seconded to DARIAH ERIC	
	BoD	GA	DARIAH ERIC or personnel from higher research and education institutions seconded to DARIAH ERIC	
2.	JRC	BoD	Mainly higher research and education institutions	
	SB	GA		
3.	WG	self-determined		
	GA	National ministries or agencies, higher research and education institutions		
	NCC	Ma	inly higher research and education institutions	

² Gender-diverse as a 3rd category has not been taken into consideration for the assessment.

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1. The DARIAH General Assembly (GA) is responsible for the selection, appointment and recruitment of the 3 members of the BoD.

The DARIAH Board of Directors (BoD) is responsible for the selection, appointment and recruitment of the members of the DCO which is responsible for the coordination of the day-to-day activities of the ERIC with 9 out of 12 members³.

People acting within these bodies are either directly employed by DARIAH ERIC or seconded personnel employed by other higher education and research institutions.

2. The BoD is responsible for the selection and appointment of the members of the Joint Research Committee (JRC) which is responsible for advising on the scientific and technical integration of the DARIAH activities with 10 members.

The GA is responsible for the selection and appointment of the members of the Scientific Board (SB) - the advisory body of the infrastructure with 9 members

The members of the JRC and the SB are employed by higher education and research institutions. Compared to the DCO and the BoD, it is to mention that their activities within those two bodies are not remunerated.

- 3. DARIAH is *NOT* involved in the selection process of the members of the following groups:
 - the General Assembly (GA) the governing body of DARIAH ERIC composed of the National Representatives of DARIAH member countries
 - the National Coordinators Committee (NCC) including people acting within the national nodes - responsible to integrate and coordinate the DARIAH activities at a national and European level
 - the members of the various DARIAH Working Groups (WG)

The following table gives an overview of the numbers of women and men involved in the DARIAH governing bodies, except the DARIAH Working Groups which are listed separately.

Body/Group	Total number	Women	Men
DCO	12	8	4
BoD	3	2	1
JRC	9	3	6
SB	9	5	4
GA	20	9	11
NCC	20	8	12
Total	73	35	38
Total in %	100%	48%	52%

Situation as of 1 March 2022

³ The three DCO members that are not selected by the BoD are seconded staff of a higher research and education institution. They are appointed by their employer to join the DCO.



With the exception of the DCO, where the proportion of women is particularly high, and the exception of the JRC, where there are twice as many men as women, DARIAH has an approximate gender balance.

1.1. The situation of the DARIAH core team: DCO and BoD

It may be interesting to have a closer look at the DARIAH Coordination Office (DCO) and the Board of Directors, which both constitute the core team of DARIAH ERIC and are composed of individuals either directly employed or by third-party institutions:

	Individuals		Full time equivalent		
	Women	Men	Women	Men	
Directly employed ו	Directly employed personnel				
DCO Berlin	2	2	1,9	1,9	
DCO Vienna		1		0,8	
DCO Toulouse	1		1		
Seconded personnel					
DCO Paris		1		0,5	
DCO Dublin	2		1,6		
DCO The Hague	3		0,8		
Board of Directors	2	1	1	0,5	
Total	10	5	5,3	2,7	
Total in %	67%	33%	66%	34%	

Situation as of 1 March 2022

The foregoing table shows that the number of women in the two core bodies, BoD and DCO, is twice as high as that of men.

As already mentioned, the composition of the BoD is fixed at 3 members according to the DARIAH statutes. Since the foundation of DARIAH ERIC in 2014, 7 directors have been appointed, 4 of whom men and 3 women. Currently we have 2 women and 1 man in the role of director.

In terms of remuneration, it is difficult to carry out an analysis on any potential gender pay gap across the entire DARIAH staff because salary levels strongly depend on local living standards, labor costs and taxes and on the salary scales set by our partner institutions. The DCO Berlin is the only office where staff is directly employed by DARIAH ERIC (with a choice



of the salary scale) and where the team consists of more than one employee. The DCO Berlin applies the salary scale used at the Humboldt University Berlin (TV-L HU)⁴.

Part-time work is either the result of an agreement with our partner institutions (the employee works part-time for her/his home institution and part-time for DARIAH) or it has been directly negotiated with the employee. It is to be mentioned that job descriptions and contribution hours are negotiated in every case to meet the optimal given each individual's personal and professional goals and situation.

1.2. The situation of the DARIAH Working Groups

The following table gives gender-aggregated data regarding the composition and leadership of the DARIAH Working Groups.

Name of the WG	Total number of members	Women members	Men members	Women WG chairs	Men WG chairs
Theatralia	24	15	9	1	1
Research Data Management	36	16	20	2	
Bibliographical Data	36	9	27		2
Digital Practices for the study of Urban Heritage	42	15	27		1
Artificial Intelligence and Music	23	0	23		2
Dariah Teach	11	7	4	1	1
Digital Numismatics	25	7	18	1	1
ELDAH	41	22	19	2	1
Visual Media and Interactivity	9	3	6	2	
Guidelines and Standards	11	4	7	1	1
Analysing and linking biographical data	7	2	5	1	
DH Course registry	8	3	5	2	
Thesaurus Maintenance	31	15	16	2	
Geo Humanities	9	4	5	2	
Medievalist sources	3	1	2		2
WG Sustainable publishing of (meta-)data	20	11	9	1	2
Lexical Resources	2	0	2		2

⁴ With the exception of the line manager who is paid one level higher than the rest of the DCO Berlin team (Entgeltgruppe 14), all the other employees are remunerated at the same level (Entgeltgruppe 13). The differences in degree (Stufe 1, 2, ...6) depend on the seniority of the staff (years of experience).

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Women Writers	85	83	2	2	
Image Science and Media Art Research	1	0	1	1	
Community Engagement	3	2	1	2	1
Total	427	219	208	23	17
Total %	100%	51%	49%	57%	43%
Total without 'Women Writers' WG ⁵	342	women: 136	men: 206		
Total % without 'Women Writers' WG	100%	40%	60%		

Situation as of 1 March 2022

The figures show that the total number of participants and the proportion of women in the different DARIAH WGs vary. As pointed out above, the gender balance of WGs depends on people's personal engagement and is out of the reach of the DARIAH management. In three working groups, there are no women at all (Artificial Intelligence and Music, Lexical Resources and Image Science and Media Art Research), whereas in two others they are disproportionately represented (Women Writers, Theatralia). With the exception of the 'Women Writers' WG, which has a particularly large membership comprising almost entirely women, men are generally slightly overrepresented as members in the different DARIAH Working Groups. However, the number of women acting in leading positions in WGs, as WG chairs, is higher than that of men.

2. Involvement of women and men in specific DARIAH activities

Here we take a closer look at how gender diversity and inclusion is portrayed in various activities within DARIAH, such as the participation in selection and programme committees or the participation at central DARIAH events, workshops and conferences.

The following table gives an overview of the number and percentage of women and men who have participated:

- as keynote speakers at the 'Friday Frontier's' sessions the DARIAH in-house webinars for the DARIAH community since 2020
- as keynote speakers at DARIAH Annual Events
- as members of the programme committees of DARIAH Annual Events since 2017
- as members and leading functions of the OpenMethods Editorial Team

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⁵ Due to the particularly large membership of the Women Writers' WG comprising almost entirely women compared to other WGs, the last two lines of the table do not take this WG into consideration for the overall numbers of distribution of men and women in DARIAH WG's in order to have a more realistic picture.



Activity	Total number	Women	Men
Keynote speaker Friday Frontier's Autumn/Winter 2020 Spring/Summer 2021 Autumn/Winter 2021	5 2 3	0 1 0	5 1 3
Total	10	1	9
Total %	100%	10%	90%
Keynote speaker Annual Event 2018 2019 2020 2021	2 2 1 2	1 1 0	1 1 1
Total	7	3	4
Total %	100%	43%	57%
Programme committee Annual Event 2017, topic: Sustainability of RI 2018, topic: Open Science 2019, topic: Humanities Data 2020, topic: Scholarly Primitives 2021, topic: Interfaces	8 8 13 10 11	6 5 9 8 6	2 3 4 2 5
Total numbers	50	34	16
Total %	100%	68%	32%
OpenMethods Editorial Team Members Editor-in-chief Deputy editor-in-chiefs	26	13 1 1	13 1
Total members %	100%	50%	50%

Situation as of March 2022

As numbers show, women have low representation as keynote speakers in the first three iterations of Friday Frontiers up to Autumn/Winter 2021. In this area, DARIAH needs to improve and take appropriate actions.

Women were represented at an above-average level compared to men in programme committees of DARIAH Annual Events (an area that is very labour intensive), while approximate gender balance was reached in the panel of keynote speakers for past Annual Events and within the current OpenMethods Editorial Team.