

MRC Harwell Technician Commitment Three-year Action Plan 2025-2027

Technician Commitment Pillars

1. Visibility	2. Recognition	3. Career Development	4. Sustainability
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Responsible People & Groups

Technician Commitment Lead - TCL	Technician Commitment Steering Group - TCSG	Health & Safety Forum - HSF
Human Resources - HR	Communications Team - CT	PR Champions - PRC
MLC Executive Board - MLCEB	MRC Technician Commitment Leads - MRCTCL	Training and competency team - TCT

Pillar	Action	Responsibility	Timeline	Measure/Impact	Dependencies/Risks
1	1. Technician Commitment Steering Group The TCSG was formed in August 2021, structural changes to happen <ul style="list-style-type: none"> • Check over our membership and include additional senior management • Mentor individuals assigned specific action plan tasks 	TCL/TCSG	Bi-annual meeting	Regularity of meetings/Number of participants	Continued engagement of volunteer committee members
1	2. Technician Commitment Share point Create a share point page which is dedicated to TC activities and resources: <ul style="list-style-type: none"> • Action Plans and Progress Reports • News and achievements • Events/past events • Profiles and contact information for PR Champions • Technician Profiles 	TCL/TCT	Aim to launch November 2025	Number of visits to site/ number of contributions	Continued engagement of volunteer committee members/ time demands on content providers

	<ul style="list-style-type: none"> • Technician Exchange Scheme (TES) • Career Progression Information 				
1	<p>3. RITG Meetings and Activities</p> <p>TCL is a member of the Research Institute Technician Group (RITG) comprising TCL's from nine Institutes. RITG aims to facilitate the exchange of ideas, best practice and support for the Technician Commitment. MRC Harwell will continue to support, participate in and host events for RITG.</p>	TCL	Monthly RITG meetings/ bimonthly virtual events/ annual symposium	Continued meetings/ participation levels/ feedback	Regular time commitment of TCL to attend meetings and organise events
3	<p>4. Practical Laboratory Training</p> <p>Continue to provide laboratory training for all relevant staff.</p> <ul style="list-style-type: none"> • Induction and refresher courses • Regular assessment of competency • Tailored laboratory skills course for Animal Technicians. 	HSF/HR/TCT	Monthly, as required	Feedback	Availability of trainers/attracting staff to become new trainers
3	<p>5. UKRI MRC Technical Exchange Scheme</p> <p>The TES gives technicians the opportunity to go to other MRC facilities for training for a period of up to 5 days: including travel, accommodation and food costs.</p> <ul style="list-style-type: none"> • Promote the TES on share space • Schedule regular meetings with other MRC TCLs to identify training opportunities on offer 	MRCTCL	Quarterly, as required	Number of applications for funding/ feedback	Securing ongoing funding/ willingness to provide training opportunities
1	<p>6. MRC Harwell In-House Technician Event</p> <p>Organise events for MRC Harwell Technicians.</p> <ul style="list-style-type: none"> • Oversee organisation of event 	TCL/ TCSG	Aim for end of 2026	Attendance/Feedback	Continued engagement of volunteer committee members/ time demands for organisation of events

1/3/4	<p>7. Inter-MRC Technician Symposium Re-instate regular meetings with other MRC TCLs to:</p> <ul style="list-style-type: none"> • Organising an in-person event • Look at getting staff to give presentations • Potential options for virtual events • MLC to host 	MRCTCL	Annual	Attendance/Feedback	Continued engagement of volunteer committee members/ time demands for organisation of events
1/2/3	<p>8. Technician Tour Exchange Investigate the option to broaden technician tour exchanges across to the Harwell Campus.</p> <ul style="list-style-type: none"> • TCL to discuss potential opportunities with Harwell Campus Skills Group and Organisations 	TCL/ TCT	Early 2026	Uptake of Tour Places/Feedback	Engagement of organisations on Campus/ time demands for organisation of events
2	<p>9. Colleague Recognition boards and MLC vouchers Implement a system where staff can send a thank you via notice board</p> <ul style="list-style-type: none"> • Communications team to upload recognition • Vouchers approval by HR 	TCL/ HR/ CT	Ongoing	Number of emails to comms team sent/Feedback	Staff engagement with competition and type of recognition process
2/3/4	<p>10. Professional Registration Continue to:</p> <ul style="list-style-type: none"> • Promote PR to all staff • PR Champions support and mentor internal and external staff through the process • Support staff to complete annual CPD records <p>Introduce:</p>	PRC/TCSG/TVC	Ongoing	Continued successful registrations and annual CPD record updates	Continue to promote benefits of PR and CPD

	<ul style="list-style-type: none"> • Two internal ‘deadlines’ for submission for each year • “Help” sessions to provide one-to-one assistance to fill in the online application form 				
1/2/3/4	<p>11. Advance Scientific Training Centre Continue to provide Advance Training Centre courses to staff and external colleagues</p> <ul style="list-style-type: none"> • Technicians to attend training courses • Technicians to deliver training courses • Develop their training skills 	TCL/MLCEB/ HR/HSF	Ongoing	Attendance levels/Feedback	Availability of trainers/attracting staff to become new trainers
3/4	<p>12. Secondments</p> <ul style="list-style-type: none"> • Continue to make secondments available where appropriate-consider all of Harwell campus as well on MLC secondments. • Put secondment case studies on Careers section on noticeboards and Share point 	HR/CT/TCL	Ongoing	Placements being made available for all staff to experience other work environments	Ensuring staffing level is adequate to offer secondments
1/2	<p>13. Promote Authorship and Acknowledgments for Technical Staff Continue to encourage authorship and acknowledgments for technicians working on internal and external projects. Publicise papers on noticeboards/online.</p>	MLCEB/CT/TC T	Ongoing	Data from MRC Harwell Research Outputs	Dependant on Library for up-to-date data
3/4	<p>14. Career Progression Pathways – Poster made, and talks. Develop visual career pathways using case study information that would form part of a</p>	MLCEB/TCSG/ HR/CT	April 2026	Completion/Feedback	Dependent on key Managerial staff having time to compile

5	<p>15. Ensure staff take part In UKRI survey. All data will be evaluated from the published survey and checked against the TC pillars.</p>	TCL	Annual	Survey repeated with response rate above previous 25%	Continued support for TCL from TCSG MLCEB
1	<p>16. New Staff Introductions Continue with:</p> <ul style="list-style-type: none"> • New staff introductions via email/noticeboard • New start events 	HR	Monthly, as required	Feedback	Dependent on HR staffing
3/4	<p>17. New Training Opportunities through Local and National Networks Investigate opportunities to offer or support training in our local and national networks.</p>	HR/TCSG/TCT	Ongoing	Increased opportunities for training/Feedback	Funding to enable staff to attend training
3/4	<p>18. Develop and Implement a Skills Strategy Set up working groups to develop and implement a skills strategy:</p> <ul style="list-style-type: none"> • Develop a skills matrix for all roles • Identify skills gaps • Skills-focused appraisals <p>Map skills to training courses</p>	HR/MLCEB/TCSG	Early 2025	Completion	Dependent on key Managerial staff having time to compile/ engagement with staff