**Research Staff Strategy Group Terms of Reference (last updated February 2025)**

The group is convened to ensure that the working environment for researchers supports their personal, professional and career development. As a forum for University wide discussions the group has responsibility for:

* Monitoring and reporting on the Researcher Development Concordat implementation action plan and prepare for the renewal of the HR Excellence in Research award.
* Ensuring University strategies are inclusive of research staff.
* Raising awareness of career and development opportunities for research staff via a dedicated research staff communications strategy.
* Monitoring and developing solutions to issues raised by research staff in the staff survey and via research staff reps forums.
* Leading on and proposing University wide initiatives which will support and enable the development of researchers.
* Ensure that existing policies and guidelines clearly outline the role of research staff.
* Identifying sector wide good practice and initiatives in relation to the personal and career development of research staff and considering their adoption.

The group will report to the Research Strategy Group (RSG). Researcher Development Concordat discussions will be reported to the University Executive.

**2024/25 Membership**

Associate Vice President Research (Chair)

Senior Researcher Development Administrator (Secretary)

Researcher Development Manager

Researcher Development Officers (on rotation)

Associate Dean for PGR and Early Career Researcher Development, Faculty of Science and Engineering

Research Staff Representative, Faculty of Science and Engineering

Associate Dean for Research and Innovation, Faculty of Biology, Medicine and Health

Research Staff Representative, Faculty of Biology, Medicine and Health

Associate Dean Research, Faculty of Humanities

Research Staff Representative, Faculty of Humanities

Academic Lead, Equality, Diversity and Inclusion

Learning and Organisational Development Partner, Learning and Organisational Development

Representative from the Library

Representative from People

By invitation: Comms, Ethics and Integrity

Circulation

Heads of School Research and School Leads for Research Staff

Faculty internal comms

Representative from the Research Lifecycle Project

Representative from UK Research Staff Association