

# GENDER EQUALITY ACTION PLAN (GEAP@ZMT)

## Leibniz Centre for Tropical Marine Research (ZMT)

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### 1. Preamble

#### 1.1 What? Contents of gender equality work and policy

The Gender Equality Action Plan (GEAP@ZMT) is a key instrument in personnel planning and development. The aim is to promote and sustain the equality of people of all genders at ZMT, and at the same time to counteract the under-representation of women and men in certain areas of ZMT, e.g. of women in science and IT, and of men in science management and administration (science-supporting area). For this purpose, the GEAP is used to formulate goals, agree on appropriate measures for all ZMT employees, and to review and adjust them with every update of the plan. Pursuant to section 12 (1) of the German Federal Equal Opportunities Act [*Bundesgleichstellungsgesetz, BGleiG*], the GEAP shall be drawn up for a period of four years and may be adjusted after two years. The implementation of the GEAP as an overall concept is a special commitment of the institute's management. As a guiding principle of management, it is applied in staff recruitment and development as well as in the organisation of working conditions and the institute's culture.<sup>1</sup>

#### 1.2 Why? Basics of gender equality work and policy

What counts for ZMT, besides the BGleiG, are the guidelines and recommendations, which are developed in the committees of the Leibniz Association. Relevant in this context are in particular the "Guiding Principles for our Actions", the "Leibniz Equality Standards" on gender equality in the institutes of the Leibniz Association, the "Standards for the appointments to academic management positions within the Leibniz Association", and the DFG's research-oriented equality standards. Furthermore, the Implementation Agreement on Gender Equality [*Ausführungsvereinbarung Gleichstellung - AV-Glei*] is applied through individual agreements concluded by Leibniz institutions with their funding bodies<sup>2</sup>. The GEAP@ZMT applies to all employees, guests and visitors of ZMT, including employees in externally funded positions and fellowship holders.

The **Leibniz Equality Standards**<sup>3</sup> focus on achieving gender equality and equity in science and research. For Leibniz, the equality plan is a management tool that can be used in identifying areas for action and in negotiating and implementing measures to promote equal opportunities. The plan offers the possibility to establish a framework for the promotion of equal opportunities. The existence of a gender equality plan, which complies with the minimum requirements, is also a prerequisite to be eligible for funding under the EU Framework Programme for Research and Innovation "Horizon Europe". *"As long as equality has not yet been achieved, women should be given preference when recruiting for leadership positions – while always following the primary principle of professional excellence. In other words, where*

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<sup>1</sup>"Women or men are underrepresented if the proportion of one gender among employees in individual grade, remuneration and salary groups as well as fields of specialisation (areas) is less than 50% in each case. As far as scientific and scientific-technical employees are concerned, women or men shall be regarded as under-represented if their proportion is lower than the proportion of the corresponding gender at the respective preceding qualification level". (from the Equality Implementing Agreement)

<sup>2</sup> Ausführungsvereinbarung zum GWK-Abkommen über die Gleichstellung von Frauen und Männern bei der gemeinsamen Forschungsförderung (AV-Glei in ihrer geänderten Form vom 22. April 2016, BAnz Nr. 18a vom 4. Februar 2009, S.18)

<sup>3</sup> A presidential project group led by Prof. Heribert Hofer (IZW) developed the Leibniz Equality Standards, which met with the approval of the Leibniz Executive Board in 2016 and were presented to the General Assembly.

*the quality of applications is equal, priority should be given to female applicants. In order to pursue the equality objective while taking into account the status quo, Leibniz member institutes have already implemented the cascade model in the scientific field. Only when fair framework conditions are in place, so that women and men can be promoted and supported equally, can there be talk of true equal opportunities.” (Leibniz Equality Standards)*

### **1.3 Goals of the GEAP@ZMT**

In a nutshell, ZMT's new GEAP aims to achieve 50/50 parity in all areas, and furthermore pursues the following overarching goals which go beyond a binary gender image:

- promoting equality for all people at ZMT;
- combating and eliminating the underrepresentation of women in higher scientific management levels (including part-time and remote leadership) and in IT;
- combating and eliminating the underrepresentation of men in administration and science supporting staff;
- expanding activities to improve the compatibility of family, private life, work and career;
- providing a fair, non-discriminatory, diverse and respectful working environment where excellence and creativity depend on each other, with competent and respectful people;
- promoting career development by applying gender- and diversity-sensitive HR development and junior staff promotion;
- ensuring equal opportunity structures and processes in science, at the institute in general, and in international cooperation.

## **2. Brief review - status quo and “reality check” of the staff structure**

ZMT has always been a very international and diverse institute, which is also reflected in the nationalities of the people working here. The general gender ratio at ZMT is relatively balanced, with 55% female and 45% male ZMT employees. However, this ratio is not reflected at middle and senior management levels, a weakness, which ZMT will focus on with the new Gender Equality Action Plan (GEAP@ZMT). This new push in gender equality work aims to strengthen equal opportunities, diversity and family-friendliness at the institute and is supported and driven by institutional changes. At the same time, gender equality work opposes any form of discrimination and initiates measures, which prevent discrimination because of gender, sexual orientation, disability, cultural or social background and ensure a respectful everyday life at the institute for everyone. ZMT is very much interested in a diverse and qualified staff.

ZMT women's representatives Annette Breckwoldt and Wiebke Harms-Krusemeyer, who were elected by the female staff in 2019 for a four-year term (until April 2023), will continue to promote and implement equal opportunities and gender mainstreaming. They will also be responsible for internal measures such as the developed guideline on diversity-sensitive language use. All Leibniz equal opportunities officers (in Bremen = women's representative) have a platform for regular exchange in the form of the Arbeitskreis Chancengleichheit und Diversität [*Equal Opportunities and Diversity Working Group*].

In addition to the work of the women's representative, ZMT supports a variety of family-conscious measures to ensure a good work-life balance for its employees, which have been awarded the certificate **Audit “berufundfamilie”** [*work and family*] since 2018. This support shall enable ZMT employees to contribute to a positive, open and healthy working environment. Thanks to the audit measures, family, care and individual concerns are taken into account in everyday work and in setting priorities, so that a fair reconciliation of interests between employees with and without family obligations is ensured.

In order to record the situation of employees, the administration annually prepares an overview and analysis of the employee structure, which provides information on the implementation of and compliance with gender equality measures. The Women's Representatives and the Management are informed of this overview and the key data were used as basis for the GEAP@ZMT with the first reporting date being June 30, 2022 for the evaluation.<sup>4</sup> In the following, these data are used to evaluate the distribution of positions at ZMT in terms of

- a) qualification levels and leadership levels,
- b) salary levels (Leibniz-salary groups), and
- c) programme areas

This evaluation is then also used to set goals and forecasts for personnel development at ZMT, including a clear ambition to achieve a long-term balance as regards the under-representation of women in scientific management positions, in the IT area and among scientific staff, as well as to recruit more male staff for administration, science support and Programme Area 5 (Strategic Management and Development). Table 1 provides a first overview and shows that men occupy 37 (47.44%) of a total of 78 temporary positions and women occupy 37 (56.92%) of the 65 permanent positions at ZMT. The management wants to extend fixed-term contracts in case of good performance and thus increase the planning ability in research.

### **3. Measures<sup>5</sup> and targets for implementing gender equality at ZMT**

#### **3.1 Existing and/or ongoing gender equality measures**

The measures taken by ZMT to ensure gender equality serve to promote equal opportunities for all people in their professions. These measures are intended in particular to reduce the under-representation of men in infrastructure, administration and science supporting staff, and of women in science and IT. Furthermore, they shall help to improve the compatibility of work and family life for people of all genders. In accordance with the specified standards (see above), ZMT has already agreed and established the following measures.

- 3.1.1 Implementation of the target agreement for the audit "berufundfamilie" – measures for compatibility of family and career:
  - Offering flexibility as regards work location and work organisation;
  - Implementing the extended concept of family;
  - Parent-child room;
  - Information and services in childcare;
  - Information on caring, welfare, care work.
- 3.1.2 Flexible working time options;
- 3.1.3 Structured and supported onboarding and offboarding, including time off and return to work;
- 3.1.4 Personnel selection procedures (advertisement and recruitment) and staffing of positions in a structured, standardised and transparent manner;
- 3.1.5 Training and further education measures;
- 3.1.6 Social behaviour and communication;
- 3.1.7 Using gender- and diversity-sensitive language in writing and speaking.

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Pursuant to section 13 (1) BGlG [Bundesgleichstellungsgesetz = German Federal Equal Opportunities Act], the deadline for the overview is June 30 of each year.

<sup>5</sup>Instruments to deal with inequalities arising from gender roles (e.g. care work, discrimination, harassment, etc.)