

Introduction

Along with the promotion of community spirit, equality among administration staff, researchers and students of the IIRPS VU, regardless of their gender, origins, sexual orientation, religion or beliefs, is a fundamental value of the Institute community. To consolidate the beliefs of the IIRPS VU and to ensure their sustainable development in the future we begin with the most relevant sphere and propose this Gender Equality Plan. This document, representing opinions of different parts of the community, draws attention to the complexity of the situation: when talking about gender equality, we must bear in mind not only the quantitatively equal representation of genders but also its quality and further enhancement of the notion of equality in the community.

Firstly, although study programs of the Institute attract students of both genders, relative proportionalities can be seen in the academic personnel and to a large extent in the collegial governance bodies, there is a lack of systemic gender equality monitoring and analysis. The true situation and qualitative experience of gender equality are not known because there has not been yet a community-wide survey that could reveal its members' position regarding the question. Speaking of managing equality as a unifying value, there is a lack of specific people responsible – responsibility is scattered in the community. However, concrete aims and deliberate distribution of responsibilities in this sphere are necessary. Without that, there is a risk of everyday activities pushing gender equality out of the priorities list.

Secondly, there is a great gap between male and female associate professors. This can be attributed to financial motivation but also difficulties integrating the academic job market. After pausing the career due to pregnancy, it becomes difficult to restore the former contacts, network and to carry on actively researching. A heavy workload and high requirements also do not allow to harmonize academic and family life, therefore, women have fewer academic possibilities than men. A break in scientific work and unfavourable conditions of returning to it influence further career choices, thus, it is really important to plan adequate help instruments for the female junior researchers.

Thirdly, to ensure gender equality and representation in various structural organs of the Institute, because of a small number of employees and female professors, there is an increased workload for the latter: along with their main responsibilities, female researchers have additional representational and participatory roles in various institutional settings (committees, commissions, workgroups). However, it is important to highlight that these institutions often make decisions about further career perspectives of other researchers (e. g., PhD committee decides on accepting male and female candidates to PhD studies), thus, it is very important to find appropriate means to ensure gender balance in them.



The IIRPS VU starts its journey towards more sustainable gender equality and more versatile enabling of its community members from a relatively good position. Despite that, empowerment of genders requires administrative and financial changes as well as changes in values. This plan aims to show our long-term commitment to gender equality in the Institute and invites you to learn about the corresponding measures for the upcoming years.

The IIRPS VU Gender Equality Measures Plan

Personnel sphere

The aim – to create conditions for a successful career.

No.	Measure	Implementation				Notes (foreseen exceptions, conditions, preconditions and others)
		Procedures, dates	Resources	Individuals responsible	Criteria for success, dates for measurement	
1.	To appoint a person responsible for the coordination of issues related to equal opportunities and diversity	Started in January 2020	Human resources (employees). The management ensures that the functions of the employee correspond with the job position and that the designated workload allows fulfilling requirements for the job well.	Director of the IIRPS VU (responsible for the appointment), Coordinator for community matters	Coordination and supervision of Gender Equality Plan for 2020-2021 as well as <i>analysis, report on the situation to the community</i> , suggesting solutions to arising problems	
2.	To implement regular monitoring of gender equality situation, to carry out community	Gender equality monitoring in 2021 according to the criteria set by the working group of the IIRPS for	Human resources	Coordinator for community matters of the IIRPS VU	An annual report of gender equality monitoring is prepared and recommendations of measures to address problematic spheres are	



This project has received funding from the European Union's H2020-SwafS research and innovation programme under grant agreement No 824544



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	surveys on gender equality	gender equality in all the areas mentioned in this plan – staff, studies and research, communication, management of the organization			suggested until the end of the year	
3.	To increase opportunities to balance work and family responsibilities	Assuring flexible work and studies schedules, as well as remote working opportunities, constant communication with people on parental leave	Human and financial resources	Director of the IIRPS VU, Deputy director for studies, Deputy director for science and research	Annual community survey to assess the success of the project	
4.	To prepare the most relevant data on gender equality principles and their implementation in the areas of personnel, studies and research, and to share it with the highest-ranking management. To	Annually, since 2022	Human resources	Coordinator for community matters	Training/presentation of gender equality policy to the community, training material uploaded on a platform accessible by the employees and the students	



	present all the employees with the material at least once every two years					
5.	To create a clear and safe mechanism for complaints about discrimination and sexual abuse in the Institute, dedicated to personnel and students	April 2021	Human resources	Deputy director for studies, Coordinator for community matters	Confirmed policy for the prevention of sexual abuse and mechanism of complaints, introduced principles for the prevention of discrimination, its planned presentation to the community (in the form of event, emails or other), regular sharing of the information in the community newsletters	
6.	To assess the need for a model for students' family and studies life coordination	Conversations with the representatives of courses and Studies programs committee in which challenges of coordinating family and studies responsibilities and their	Review and update of studies process and schedules	Deputy director for studies, Head of the Studies Department	A studies schedule corresponding family needs	



		solutions discussed	are				
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Organizational management (decision-making level) sphere

The aim – to pursue a 40/60 gender balance in representational structures.

No.	Measure	Implementation				Notes <i>(foreseen exceptions, conditions, preconditions and others)</i>
		Procedures, dates	Resources	Individuals responsible	Criteria for success, dates for measurement	
1.	To pursue 40/60 gender balance in the structures of the institute – working groups, commissions, committees and in activities organized – student research groups, academic groups of study programs, events	Recommend the Director to appoint and the Council to approve of such compositions of committees, commissions and the like which meet the principles of gender balance. Recommend to apply this principle to compositions of the newly		Director, Council of the IIRPS VU	Increased female presence in the structural organs of the Institute where the established 40/60 balance is not met yet and sustained balance in those formations that align with it until 2024	Recommendations can be ignored if they are not achievable due to objective reasons



		confirmed structures.				
2.	Gender-sensitive language integration into documents and communication	Review of strategic and internal documents, their correction, external and internal communication message content consistent with the gender-sensitive language	Human resources	IIRPS VU administration	Constantly used gender-sensitive language in internal documents	Recommendations for using gender-sensitive language are suggested by prof. dr. Natalija Arlauskaitė



Studies and research sphere

The aim – to strengthen the notion of the importance of gender equality.

No.	Measures	Implementation				Notes (foreseen exceptions, conditions, preconditions and others)
		Procedures, dates	Resources	Individuals responsible	Criteria for success, dates for measurement	
1.	To carry out research and to write comments and articles on women leadership and/or gender equality, presenting the results to the society	The IIRPS VU academic community is encouraged to share expertise on women leadership/gender equality	Communication sources, financial resources (financial incentives)	The IIRPS VU community	The IIRPS VU community members publish no less than two comments, pieces of research or works of other formats a year on gender equality, women leadership, they are published and promoted on the IIRPS VU internal and external communication channels. The mentioned research is encouraged via internal communication channels.	
2.	To include the aspect of gender in teaching various programs or	Recommendations and measures suggested to lecturers on including	Human resources of the IIRPS VU	Heads of the IIRPS VU Studies	Lectures and courses on gender equality	



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	courses and in their contents	gender equality in their courses, discussing opportunities with studies programs committees		programs committee, Head of the Studies Department		
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Institutional communication sphere

The aim – to strengthen consciousness and sensitivity towards gender differences.

No.	Measure	Implementation				Notes (foreseen exceptions, conditions, preconditions and others)
		Procedures, dates	Resources	Individuals responsible	Criteria for success, dates for measurements	
1.	To organize training to the IIRPS VU community on gender equality: integration of gender aspect into research and studies processes, on discrimination based on gender, training topics to be supplemented according to the community survey results	October 2021	Human resources	Coordinator for community matters	Training on gender equality organized for the IIRPS VU community until the end of 2021 with an opportunity to analyze the material conveniently after the training	
2.	To announce and to communicate regularly the official position of the IIRPS VU on gender equality	Starting September 2021	Means of communication, human resources	Research and Public Affairs Department of the IIRP VU	To publish a post each semester on the IIRPS VU page and social media accounts	



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	via internal and external communication channels				communicating work carried out regarding gender equality	
3.	To post messages on the IIRPS VU social media (Facebook, Instagram, LinkedIn, Twitter) related to the leadership of the IIRPS VU female researchers no less than once a month, also, to publish research and other activities on gender equality by the IIRPS VU community	Starting April 2021		Research and Public Affairs Department of the IIRP VU	To publish one post a month regarding gender equality on the IIRPS VU social media	
4.	To organize expert events on gender equality and/or women leadership issues	Implemented in the Autumn semester of 2021-2022 academic year, the IIRPS VU		Research and Public Affairs Department of the IIRP VU, Coordinator for community matters	At least one expert event organized (e. g., discussion, conference, expert visit)	



		community is included				
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