

Setting up and Implementing Institutional Policies to Address Gender-Based-Violence in Academia

Onsite training structure

Title of the training:

Setting up and Implementing Institutional Policies to Address Gender-Based-Violence in Academia

Learning objectives:

The main objectives of this training are to:

- Gain a common understanding of concepts related to gender-based violence and understand its impact in academia.
- Demonstrate the existence of this phenomenon in the research field and in the broader specificities of academia and highlight its specifics.
- Present the 7 Ps model of UniSAFE (Prevalence, Prevention, Protection, Prosecution, Provision of services, Partnerships and Policies) which represents a holistic approach to address gender-based violence in higher education institutions and research organisations.
- Share inspiring practices for setting up and implementing institutional policies to address gender-based violence in academia adopted by European and Member States higher education institutions and research organisations within the framework of the 7 Ps.



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 101006261.

Description for the promotion of the training:

This training is designed to achieve several objectives related to gender-based violence in academia. The first goal is to provide participants with a comprehensive understanding of gender-based violence and its impact on higher education institutions and research organisations environments. Secondly, the training aims to demonstrate the prevalence of gender-based violence in the research field and highlight its specific characteristics. To address gender-based violence effectively, the training introduces the 7 Ps model of UniSAFE, which stands for Prevalence, Prevention, Protection, Prosecution, Provision of services, Partnerships, and Policies. This model represents a holistic approach addressing gender-based violence in higher education institutions and research organisations environments, in general. Finally, the training shares successful practices that have been implemented by European and Member States higher education institutions and research organisations in establishing and executing institutional policies to address gender-based violence in academia within the framework of the 7 Ps.

Participants are expected to familiarise themselves with the legal and/or policy framework of their countries of employment/work but also policies related to students' protection regarding gender-based violence. Participants can use the policy map developed by UniSAFE, available [here](#). During the training, they might be asked to share current policies and practices of their institutions regarding gender-based violence. The training is a safe space for the participants to share their experience and speak openly and honestly.

Who is it for?

- Gender equality officers/focal points, equality and/or diversity officers
- Human resources officers
- Gender equality plan implementing teams
- Health and safety officers
- Head of Departments/Units in charge or involved in gender-based violence

The training is addressed to those who are at the beginning stages of creating and implementing a policy framework to address gender-based violence in academia.

Participants are expected to:

- Familiarise themselves with the legal and/or policy framework of their countries of employment/work regarding gender-based violence, available [here](#).

- Share with other participants the current policies and practices of their institutions regarding gender-based violence.
- Read the case story provided by the trainer, in advance of the training day.

Minimum number of participants: 9

Maximum number of participants: 25

Format: Onsite

Duration: 5.5 - 6 hours



Structure for the onsite training:

Note for the trainer: The slides provided include additional information and content under each slide (Notes in PowerPoint).

Programme	Approach	Duration	Observations
Introduction and expectations	<p>Welcome Session</p> <ul style="list-style-type: none"> • Introduction & brief presentation of the programme of the day and its objectives. • Share expectations of the training (<i>the trainer can keep track of key words on a white board</i>). 	15-30 min	<p>It is essential for the trainer to emphasise that during any group work activities that encourage sharing experiences, the training is a secure and safe environment to do so. Confidentiality is of utmost importance, and the trainer must stress that what is discussed in the room stays within the room. Considering the sensitive topic that will be discussed, it is possible that certain incidents may result in unsettling to some trigger for some participants. Additionally, there may be participants who are victims or survivors of related experiences, and it is crucial to have that in mind.</p> <p>The trainer can adjust the duration of the introduction or choose to skip introduction in plenary and ask participants to exchange info of their profile (name, position, institution) with the people sitting next to them, and share only expectations for the training in plenary, depending on the number of participants.</p> <p>This section is supposed to last 15-30 minutes, depending on the size of the audience; remember to keep an eye on the timer!</p>
Case story for icebreaker &	<p>Short Case Story– In plenary:</p> <ul style="list-style-type: none"> • The trainer recaps briefly the case story shared with the participant. 	30 min	<p>Provide the case-story to the participants in advance, prior the day of the training. The trainer can choose <u>one</u> of the cases stories provided.</p>

Understanding of gender-based violence (1)	<ul style="list-style-type: none"> Participants share in plenary the problems and gaps identified. 		<p>The trainer can simply provide a short summary of the case story and request participants to identify what went wrong in handling the case of gender-based violence, which problems were encountered, and what gaps does the institution has. No need to divide them into categories of 7Ps or go into detail. This is an ice-breaking exercise. The participants can write on a sticky note the keywords of the problems identified and add these on a whiteboard or a flipchart.</p>
Understanding of gender-based violence – Definition and important Facts & Figures (2)	<p>The trainer shares:</p> <ul style="list-style-type: none"> The definition of gender-based violence by the Council of Europe, UniSAFE’s understanding of gender-based violence UniSAFE’s survey results - Facts and figures (covering different groups: students, academic staff, administrative staff, temporary staff, mobile students and researchers), Root causes and factors, Impact on victims, The importance of intersectionality. 	30 min	<p>The trainer asks participants to reflect on what they consider to be gender-based violence in the academic context, before sharing any definition.</p> <p>The trainer, when presenting the list of forms of gender-based violence as presented by UniSAFE, gives examples of behaviours (and different from the ones already mentioned by the participants) and debriefs, aiming to show the different types of behaviour, from grey zones to crimes, and possibilities to classify the same behaviour under different headings, illustrating how the same behaviour can be categorised differently. This flexibility in classification is not an issue; in fact, it can be beneficial in practical terms when initiating legal proceedings against the perpetrator. A list of examples of gender-based violence cases, available for the trainer in the document named “Supporting material for trainer”. Additional resources are found at the end of this document.</p>
Break	Break	15 min	

Presentation of 7Ps Model (I)	UniSAFE 7P Conceptual Framework <ul style="list-style-type: none"> Definitions of 7Ps (UniSAFE) & Video 	30 min	<p>The trainer presents the framework of 7Ps as designed by UniSAFE. The aim here is for the participants to understand the holistic approach which is needed when addressing gender-based violence in an academic context.</p> <p><u>Note for the trainer:</u> Highlight the aspect of intersectionality and its importance.</p>
Identify gaps on measures, policies and practices	<p><u>Option 1: Exercise 1 (in groups):</u></p> <ul style="list-style-type: none"> Participants are divided into groups. Each group receives one persona story, describing a gender-based violence incident, and a A2 template. Each group works collaboratively to identify the problems faced by the persona and measures and solutions that could be taken to support the victims. The measures can address different Ps. Each group discuss potential challenges that could be faced from the implementation of the measures and practices suggested (i.e., implementation challenges, challenges related to the involvement of policymakers/top management, budget/time restrictions etc). <p><u>Option 2 – Inspiring practices (in plenary):</u></p>	40 min	<p>For this section, two methods are suggested. The trainer can choose either to (1) run an exercise or (2) present inspiring practices based on the 7P framework:</p> <p><u>Option 1 – Exercise:</u></p> <p>The aim of this exercise is for the participants to identify measures and practices for the different Ps, using persona-stories.</p> <p>The trainer prepares in advance the persona-stories using the PowerPoint Template provided. The trainer can adapt the story according to the national context.</p> <p>Each group has a timekeeper, responsible to help the team to address as many Ps as possible. The minimum number of participants in each group is 3. All groups receive the persona story and a A2 templates. Each group has a different persona story.</p> <p>Each group has a rapporteur who keeps track of the measures and challenges discussed in sticky notes.</p>

	<ul style="list-style-type: none"> The trainer presents tips and hints for each P, and inspiring practices for each Ps. The trainer encourages the audience to react on the inspiring practices, but also share others they are aware of, and/or are implementing at their institutions. 		<p>Last 3 minutes of the group discussion, the rapporteur rehearses the main message that will be shared in plenary. Each group will have 5 minutes to share in plenary.</p> <p><u>Option 2 – Inspiring practices:</u> The trainer can simply describe the toolkit developed by UniSAFE (slide 31) and mention that this section will present some inputs from the toolkit, highlighting the most important tips and hints for each P (see the description of slide 31).</p>
Break	Lunch Break	45-60 min	
Discussion on outputs and challenges identified	<p><u>Option 1: Continue Exercise 1</u></p> <p><u>In plenary:</u></p> <ul style="list-style-type: none"> The trainer briefly presents the story of each persona which is being presented so that the groups that did not work on the story, are familiar with the persona. Share of outcomes in plenary (5 minutes for each group). Focus the discussion on the challenges identified. <p><u>Option 2: Continue of presentation of inspiring practices.</u></p> <ul style="list-style-type: none"> The trainer encourages the audience to react on the inspiring practices, but also share others 	30 min	<p>Continue Exercise 1 or presentation of inspiring practices:</p> <p>Option 1 - Exercise 1: The rapporteur of each group presents in 5 minutes the outcomes of the discussion (measures, practices, solutions – 3 minutes) and the challenges identified (2 minutes).</p> <p>The trainer encourages active participation from the audience and asks for clarifications from the presenting group.</p> <p>The trainer sums up the ideas presented and identifies commonalities.</p>
		15 min	

	they are aware of, and/or are implementing at their institutions.		
Inspiring practices in address in academia	<p><u>In plenary:</u></p> <p>If Option 1 was chosen before:</p> <ul style="list-style-type: none"> • Presentation of UniSAFE Toolkit by the trainer (main elements)) • Presentation of Action Plan guidance <p>The trainer encourages the audience to ask for clarifications and discuss further some practices and/or steps of the Action Plan.</p> <p>If Option 2 was chosen before:</p> <ul style="list-style-type: none"> • Presentation of Action Plan guidance (after Policy) <p>The trainer encourages the audience to ask for clarifications and discuss further some practices and/or steps of the Action Plan.</p>	30 min	<p>The aim of this session is to present the work done so far by the UniSAFE partners on collective inspiring practices for the 7Ps for the development of the Toolkit.</p> <p>The trainer presents practices addressing intersectionality and “grey areas” that are usually ignored (i.e. the protection of out-going and in-coming mobile staff/staff).</p> <p>Lastly, the trainer presents the Action Plan guidance designed to support particularly helpful for those who are at the beginning stages of creating and implementing a policy framework to address gender-based violence. It is suggested to print the guideline and disseminate it to the participants.</p>
Take away and evaluation	<ul style="list-style-type: none"> • Ideas for further actions • Evaluation • Closing remarks 	20 min 5 min	<p>Ask participants to reflect and note two take aways, one they can implement directly and one more mid-term.</p> <p>Evaluation: distribute evaluation questionnaire or link to questionnaire. It is suggested to provide both printed and online format (through a QR code).</p>

Note for the trainer: Gender-based violence, according to UniSAFE's perspective, is defined as a continuum of violence, violations, and violent behaviours and attitudes on the basis of sex and gender and always intersects with other dimensions of inequalities, such as age, ethnicity, disability, and sexuality (Hearn et al. 2020; Bondestam & Lundqvist 2019; Strid et al. 2021). This is explicitly mentioned to you as you may encounter some counter-arguments for the forms of gender-based violence that are recognised for this exercise

Resources:

- Definition of gender-based violence by Council of Europe: available [here](#).
- List of forms of gender-based violence: available [here](#).
- Facts and figures: available at [UniSAFE Survey Results](#).
- Root causes and factors: [Council of Europe source](#).
- Impact on victims: [Executive Summary of Report 5.3 \(UniSAFE\)](#).
- Definitions of 7Ps: available [here](#) and video available [here](#).

How to cite this document? Polykarpou, Panagiota; Wuiame, Nathalie; Madesi, Vasia. Setting up and Implementing Institutional Policies to Address Gender-Based-Violence in Academia (Structure document). Antwerp: Yellow Window, 2023



Attribution-NonCommercial-ShareAlike CC-BY-NC-SA

Important note for the use of the training materials: The training materials are offered under the Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International (CC BY-NC-SA 4.0) license, are freely available for non-commercial use with necessary credit given to the authors. This license permits personal or educational utilisation and adaptation, provided the adaptations are shared under the same terms. Designed to promote collaborative learning, this approach ensures UniSAFE's content remains accessible and encourages further development within the community, maintaining the ethos of open, shared knowledge.