



# STEMM-CHANGE Changemaker Placement Programme

## Frequently Asked Questions

### Q. Who can I contact for more information within my University/organisation?

A. Your Changemaker point of contacts are:

University of Nottingham	Denise McLean, <a href="mailto:Denise.McLean@nottingham.ac.uk">Denise.McLean@nottingham.ac.uk</a>
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### Q. How do I apply?

A. Please complete an [application form](#) and send to [STEMM-CHANGE@nottingham.ac.uk](mailto:STEMM-CHANGE@nottingham.ac.uk). The deadline for applications is 5pm 2 March 2020.

### Q. What type of placement can I go on?

A. This is completely up to you! It's important for you to think about what would benefit your development the most. Take a look at the case studies in the programme brochure for some examples from the University of Nottingham pilot.

You could observe colleagues in leadership positions, learn new skills, (both technical and transferable) and gain exposure to discussions on careers and opportunities in order to broaden horizons and demonstrate achievable career paths.





### Q. How long will the placements be?

A. They can be any duration between 1 and 5 days, depending on the nature of the placement. You do not need to take these days consecutively.

### Q. Who can apply for this programme?

A. The programme is open to Technical Staff from any discipline who are from an underrepresented/minority group:

- Female colleagues
- Disabled colleagues
- Black, Asian, and Minority Ethnic (BAME) colleagues
- Lesbian, Gay, Bisexual, and Transgender (LGBT+) colleagues

### Q. Why is this opportunity not available for all Technicians?

A. STEMM-CHANGE aims to remove barriers to inclusion for those from underrepresented/minority groups in the Technical community. We see a particular need to create spaces to improve the equality of opportunity for Technical Staff from these backgrounds, particularly as they are consistently underrepresented within technical management and leadership teams.

If you are not from one of these groups, please contact your Changemaker point of contact at your institution to see if there are any other initiatives you can get involved in.

### Q. Can I give feedback on the Programme?

A. Yes, we'd love to hear from you before and after the Programme to understand your thoughts and feedback on the application process and the benefits you may have realised afterwards. A voluntary survey is available and [you can complete the pre-placement survey now](#) alongside your application. Following the completion of your placement, you will also be invited to complete a survey to help us measure success of the programme. Further information including data privacy information is available on the online survey pages.

### Q. What are the timescales for the Programme?

A. Applications are open now and will close at 5pm on 2 March 2020.

The Changemaker Panel will review applications in mid-March.

Outcomes will be communicated to applicants by the end of March.

Placements may then take place between anytime between 1 April 2020 and 31 July 2020.





**Q. Is this programme fully-funded?**

A. Yes, the funding for this programme covers travel, subsistence and accommodation to facilitate the placements/visits. Your costs will be covered by your home University/institution and the University of Nottingham will reimburse these costs. Please speak to your Changemaker point of contact for more guidance. This is being supported by [STEMM-CHANGE](#) which is an EPSRC Inclusion Matters project.

**Q. Will I need to complete a report after the placement?**

A. Yes, we'd like to hear your feedback on the programme and your placement experiences. This will be in the form of a short written report and we will send you a template once you have completed your placement.

We would also like to capture the impact of this programme via a brief pre-placement and post-placement survey. Each of these will take no longer than two minutes of your time and is voluntary.

**Q. Do I need permission to take part in this programme?**

A. Yes, please make sure you have approval from your line manager to apply for the programme. There will be time away from your job role so it's important that your absence is planned and covered for.

**Q. Will there be a follow-up event after the placements have been completed?**

A. Yes, we are planning a Changemaker Programme event in London, to showcase placements and give those involved in the Programme a chance to network and share experiences. This will be held in November 2020 and hosted by the Institute of Physics. We will send further details to you over the next few months.

