

W2W Equal Opportunity Committee: Terms of Reference

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Objective

According to its bylaws, the Collaborative Research Center W2W pursues the objective to foster equal opportunities. This refers in particular to equal opportunities for persons of all gender identities. Furthermore, other dimensions of diversity (cultural background, age, ...) are recognized and taken into account in the management decisions of the Collaborative Research Center, with the aim to create an inclusive and comfortable work environment for everyone.

The aim of these Terms of Reference is to define the role of the Equal Opportunity Committee (EOC).

Definition of Roles and Responsibilities

The EOC consists of at least three committee members (W2W Members or Early Career Scientists), at least one from each W2W main partner institute (LMU, JGU, KIT). More members are possible, at maximum three per Standort. The EOC members are elected at the annual meeting for a period of 2 years.

To facilitate the communication with the Steering Group, the EOC elects one spokesperson and one deputy spokesperson.

The Equal Opportunity Committee is supported by the Scientific Manager.

While the budgetary responsibility for the EO funds remains with the Steering Group, the EOC supports the Steering Group in making decisions on how to use these funds and in initiating and implementing measures to foster equal opportunities. Specifically, this means:

The EOC

- Launches initiatives and supports recurring activities which are in line with the objective stated above.
- Is provided with an overview over the EO funds by the Scientific Manager.
- Is consulted by the Steering Group before decisions on the EO funds are made, either via e-mail before the decisions are taken, or by including members of the EOC as guests in the Steering Group telecon when a relevant topic is on the agenda.
- Is available for confidential individual requests concerning EO from all persons working within W2W.
- Acts as contact point for external requests concerning EO in W2W.
- Reports annually at the W2W annual meeting about its activities.