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CEC as a workplace

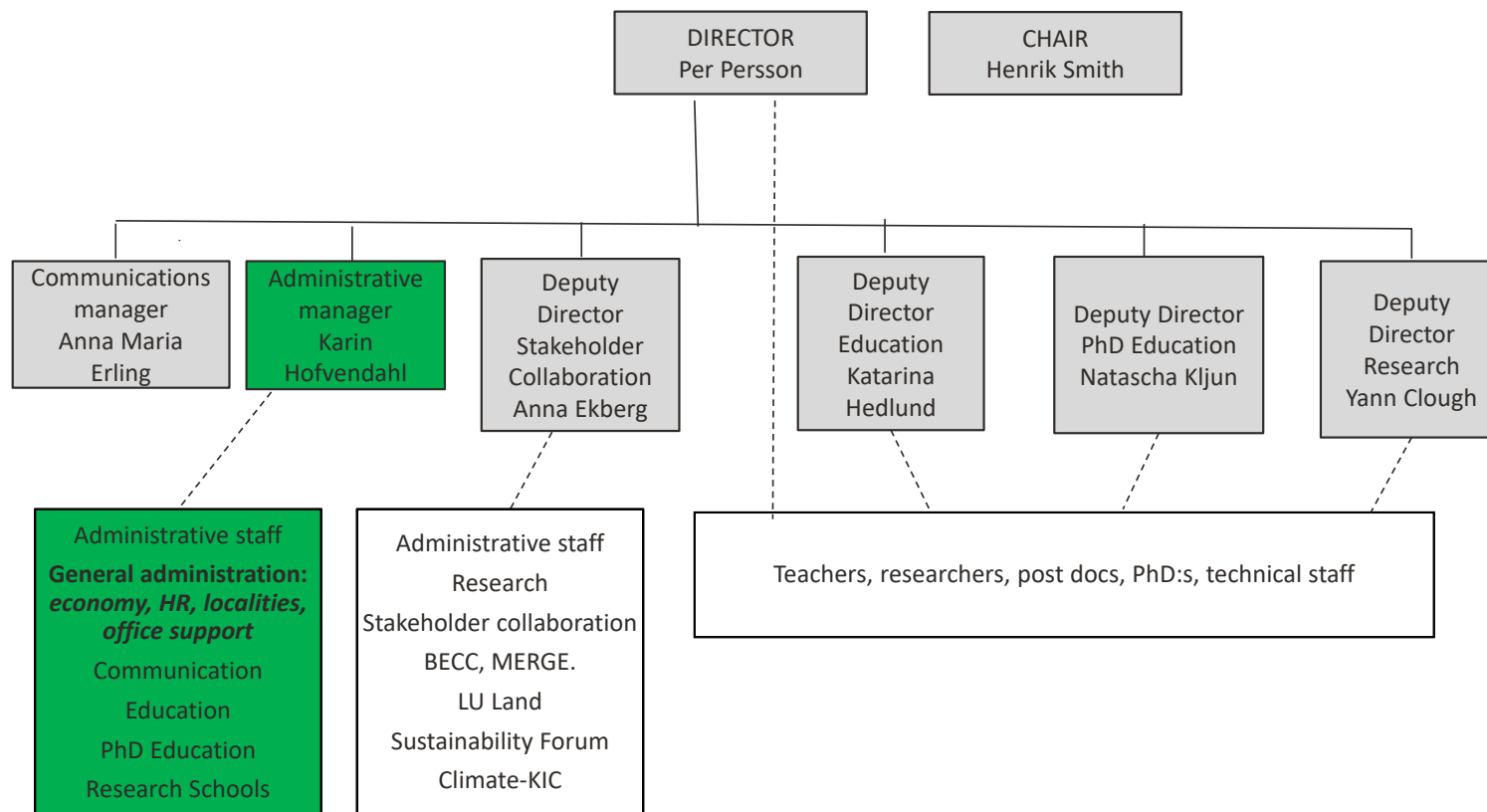
AND HOW IT RELATES TO THE PLAN OF OPERATIONS





Management group

Operations and staff responsibilities



- 
- "CEC as a workplace" as a part of the Plan of Operations
 - Staff day November 2020 – contribute to new mission
 - Staff day April 2021 – our future workplace
 - What happens next?

Mission

- A dynamic and creative meeting place for researchers who want to tackle current and upcoming environmental and climate challenges that require a broad approach

Plan of Operations – CEC as a work place

- Attractive workplace where both permanent and temporary employees are met with respect and are inspired to develop their activities
- Includes: Organisation and management, localities, work environment, CEC community, CEC as a network and meeting place, career paths
- Today's presentation focuses on localities and work environment, including how to improve CEC as a community and meeting place



Staff day November 2020

- What do you need to contribute to fulfilling the new CEC mission, and how can you contribute?

Ideas from Staff day November 2020

- **Meetings, meetings, meetings**, more meetings! i.e. more staff meetings, maybe also shorter ones
- Shorter compulsory meetings to get to meet more colleagues
- **Social activities** essential to accomplish integration
- **CEC Fellows and Staff Days** are good initiatives
- Staff Days - Continue the current focus on **"soft values" which generates a collaborative and creative environment.**
- Solve challenges together, make it sensible for everyone, bringing people together
- Include more academic staff in doing admin tasks, including arranging staff days
- Recognition of what you do is important for motivation, I need appreciation and feedback to my work
- Increase mutual knowledge about what we are actually doing
- **Share more information** at Friday fika
- Communicate the options to connect to more people in a better way
- Develop CEC hosted **scientific seminars**
- **Better visibility and profiling of researchers** and research groups, posters in corridors/virtual.
- Highlight competences at personal web pages
- **Intranet** for contacts, information, opportunities etc
- **Better career opportunities** for junior staff - employ more senior lecturers
- Teaching opportunities (in English)
- Continue with activities for postdocs
- **Who to approach** in CEC admin in a specific question
- Improve administrative systems and computer services
- Increase capacity of communications and stakeholder interactions
- **Big sign at the main entrance** with 'CEC', and photos of all working at CEC
- Physical premises. Where are we moving? When? Need clarity. CEC staff should be in one place
- **New house, more space!**

Ideas from Staff day in November 2020

Ongoing

- Meetings, meetings, meetings! i.e. also shorter ones
- Shorter computer meetings with more colleagues
- Social activities essential to accomplish integration
- CEC Fellows and Staff Days are good initiatives
- Staff Days - Continue the current focus on "soft values" which generates a collaborative and creative environment.
- Solve challenges for everyone, bring in
- Include more academic staff in doing admin tasks, including arranging staff days

Friday fika
Staff day
Group meetings

- Recognition of what you do for motivation, I need appreciation and feedback to my work
- Mutual knowledge
- April: Brain knowledge, future work environment

April: Brain knowledge, future work environment

Planning to start soon

Staff day in April

- Develop CEC hosted scientific seminars
- Better visibility and profiling of researchers and research groups, posters in corridors/virtual.
- Highlight competences on staff pages
- Intranet for contacts, information, opportunities etc

Chat channel in Teams

- Opportunities for junior staff - for lecturers
- Teaching opportunities (in English)
- Continue with activities for postdocs
- Who to approach in CEC admin in a specific question
- Improve administrative computer services
- Increase capacity of communication stakeholder interactions
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Staff pages improved

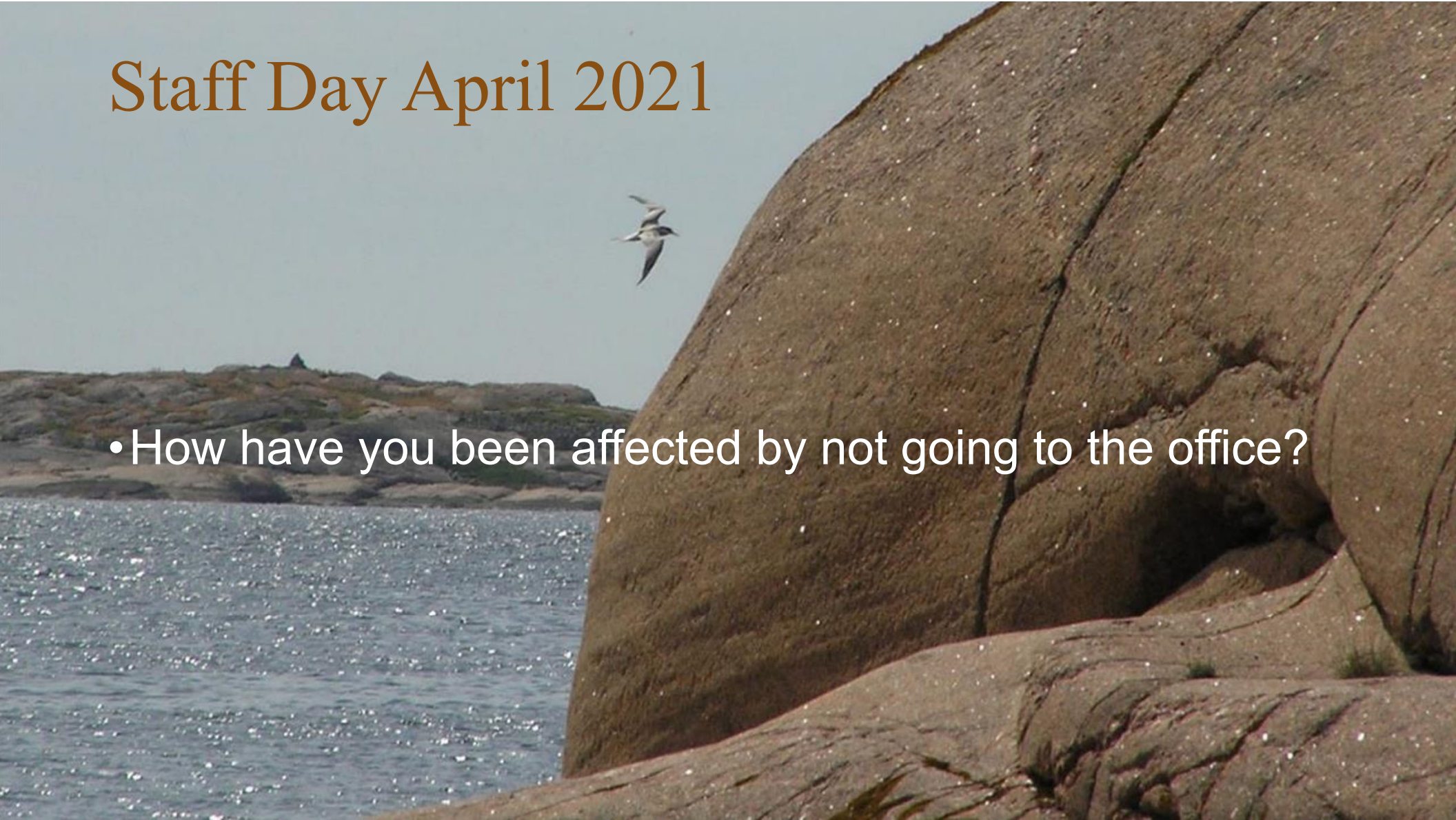
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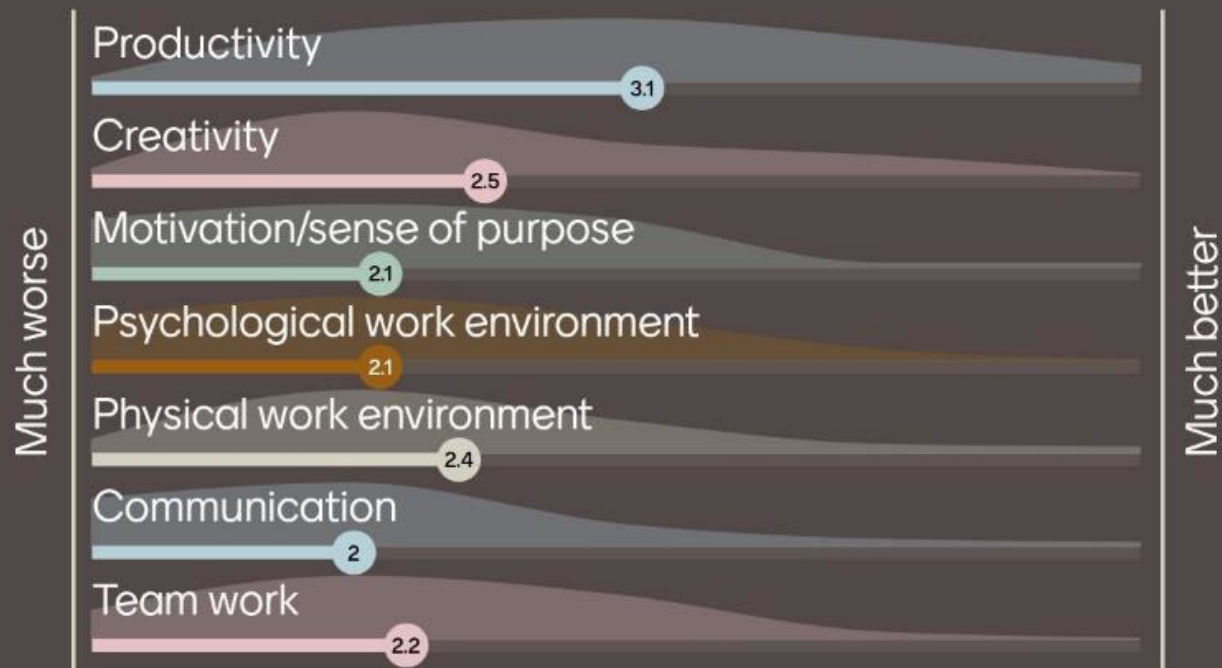
Your responsibility as a colleague

Staff Day April 2021

- How have you been affected by not going to the office?



How has not going to the office affected your work life?



How has not going to the office affected your work life?

PRODUCTIVITY

Both good and bad - hard to find balance – varies over time

Easier/more difficult to concentrate

CREATIVITY

Less meetings decrease creativity

Miss spontaneous meetings

Lack of input from others

MOTIVATION

Meetings / social contact increase motivation

Don't feel I belong to a group

PSYCHOLOGICAL WORK ENV

Introverts need people around us

Appreciation is harder online

Exhaustion from many Zoom meetings

Feel lonely

Less stress, time saving, more spare time

Always "at work"

Miss my colleagues

PHYSICAL WORK ENV

Lack of equipment, bad wifi

Home is also the office

Stressful visiting the office

COMMUNICATION

Lack of "corridor communication"

Communication with closest colleagues not hampered so much

Communication with wider work environment has been really affected

For someone who always has been working remotely the information has improved

Does not come naturally

Hard especially for new colleagues

TEAMWORK

Good with the online platforms

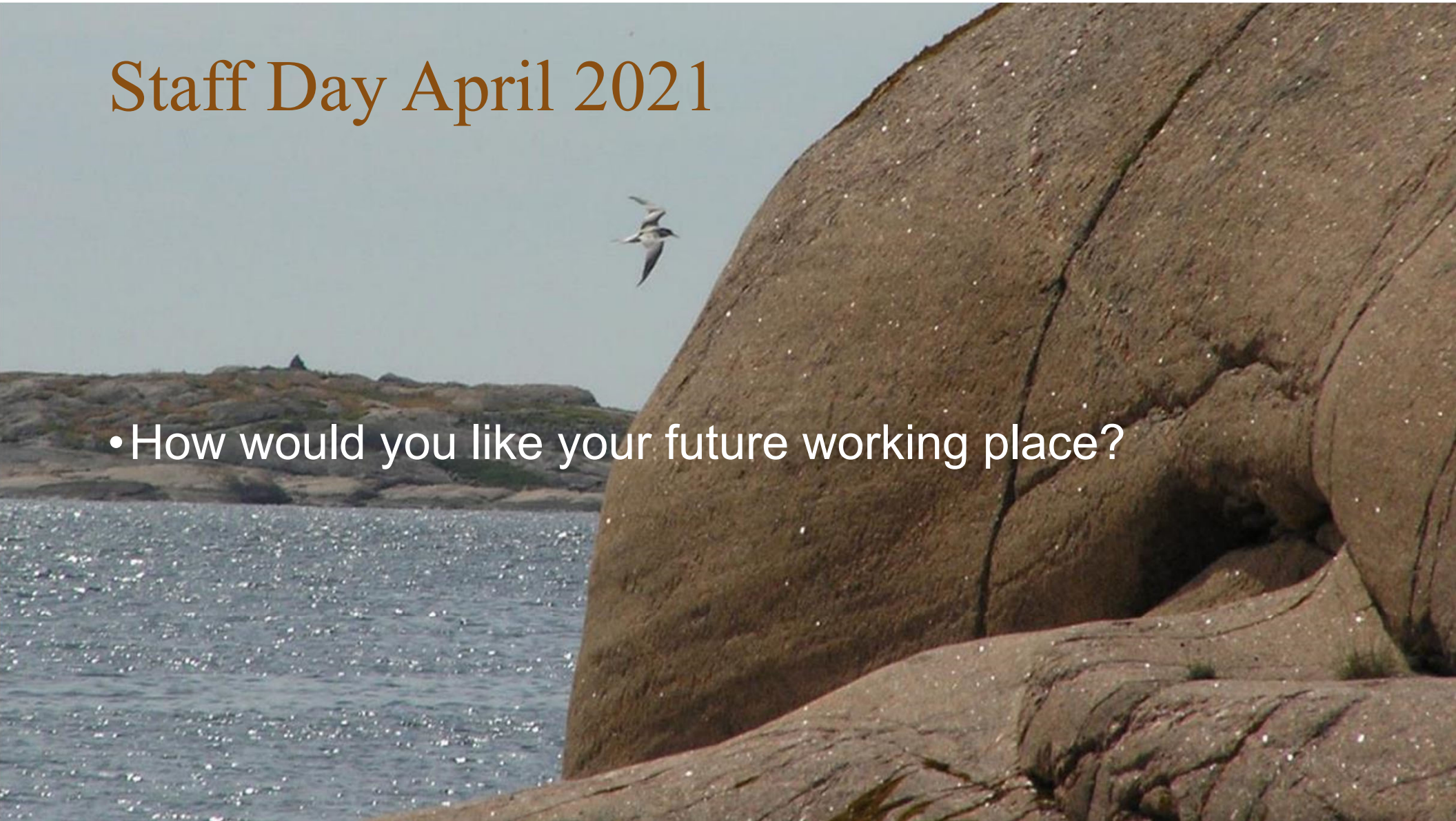
Teamwork is affected when we cannot meet socially

Plan of Operations

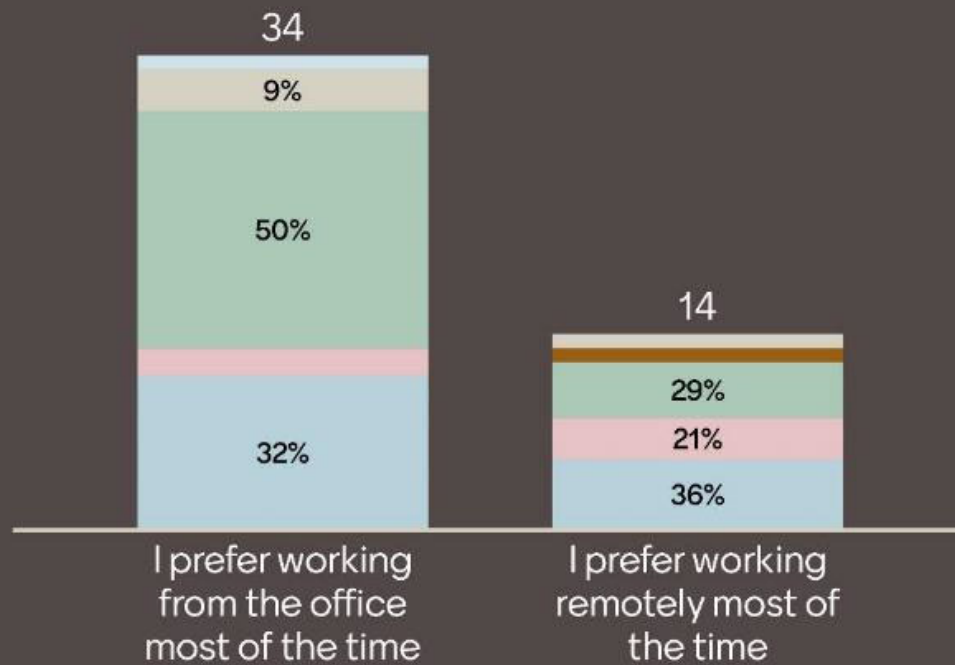
Objectives 2030	Activities 2021
<p>Employees of CEC feel a strong inclusion and participation in CEC activities. Doctoral students/researchers/teaching staff who are principally employed at another department linked to CEC feel a strong inclusion and participation in CEC activities.</p>	<ul style="list-style-type: none"> • Continue to implement and develop Covid-adapted activities ... • Discussion about and adaptation to a new organisation... • Discussion about the development of CEC's research... • Clarify CEC as an organisation through signage. • Conduct Covid-adapted activities promoting inclusion... • Encourage more staff beyond the administration to participate in arranging and implementing community-building activities.
<p>Is a workplace characterised by a good work environment including equal opportunities of all employees and students, a workplace where all employees feel valued and respected.</p>	<ul style="list-style-type: none"> • Continue to implement and develop activities that can promote a good work environment. • Continued systematic work environment management... • Give the staff the opportunity to feel included in the new mission... • Support for new staff managers.

Staff Day April 2021

- How would you like your future working place?



In the future...



To which staff category do you primarily belong?

- Administrative staff
- Senior research staff
- Junior research staff
- Teaching staff
- Other staff
- Unknown

Input from Staff Day April 2021 - Our future working place

- CEC is a meeting place/networking organisation, we need **meeting points** for spontaneous and planned meetings of different sizes
- **Creative modern spaces**, bring nature indoors
- Many small and casual meeting spaces
- Spaces for **relaxation**
- Small rooms for phone calls/digital meetings
- Technical support for hybrid meetings
- Different roles and needs
- **Flexibility** needed and asked for, also by technical and administrative staff
- Ability to meet each other, be at the office at the same time, predictability needed – **schedule and share office attendance**
- Social needs are fulfilled at the office, tasks that require concentration at home
- **Need to have one's own space/desk/office**, not flexible desks
- **Important to match people** sharing rooms/desks carefully
- Flexible offices: prohibiting for spontaneous meetings, create stress, less productivity
- **Flexible offices ok only for staff on temporary short-term visit/stay**
- **Trial period** when we come back, to find out what works best

Plan of Operations

Objectives 2030

The activities are conducted in shared premises that are fit for purpose, which provide space for permanently employed staff, part-time affiliated staff or staff engaged in kind in CEC operations and students.

The premises include meeting places of different types and sizes, and the organisation has access to appropriate teaching premises and labs.

The premises are easily accessible, inspiring and visible.

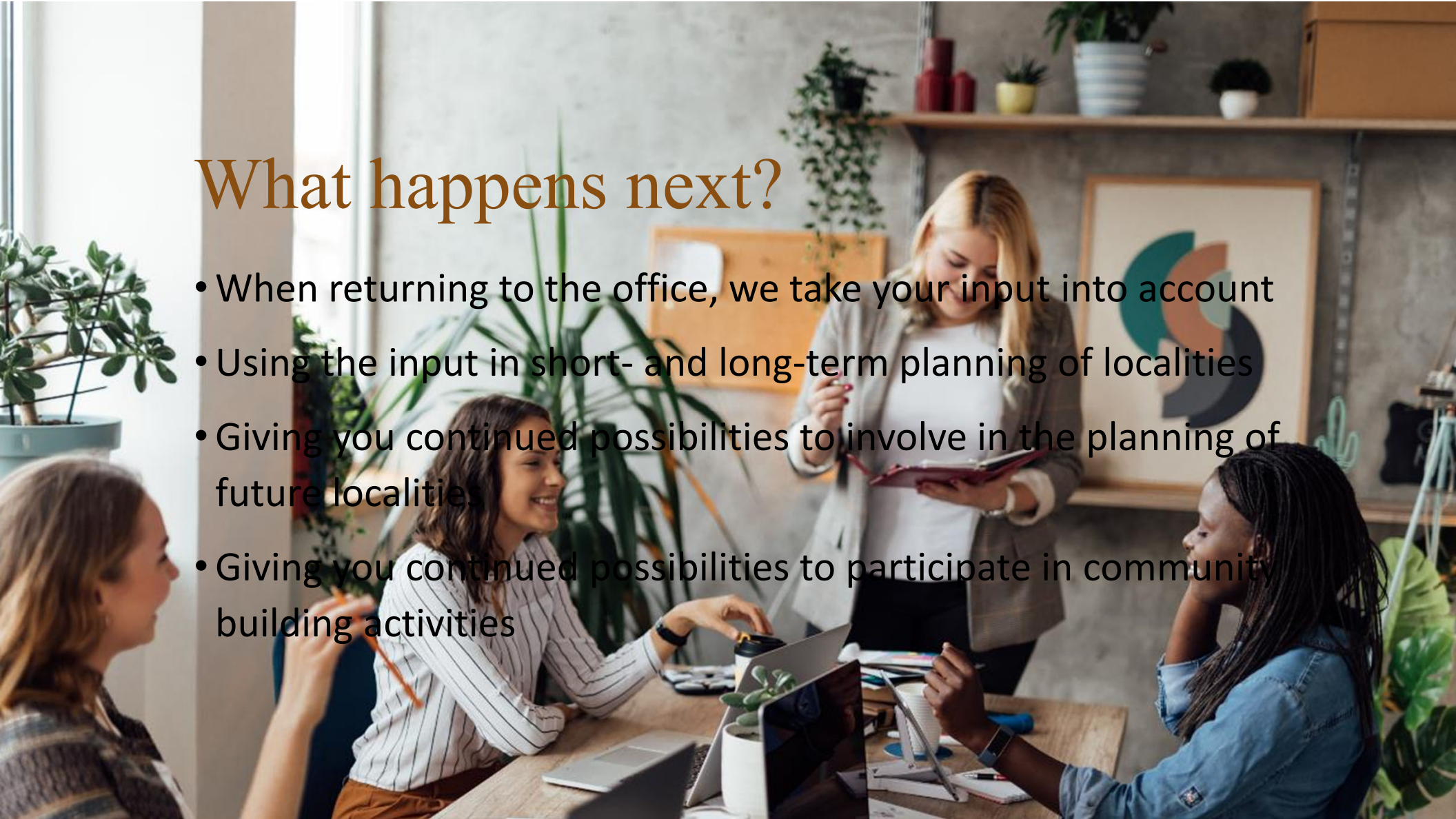
The meeting rooms are well equipped for meetings on site as well as online and in hybrid form.

Activities 2021

- Continued work to gain medium and long-term access to premises that are fit for purpose [x] larger, more suitable and integrated, in line with needs identified in the description of operations carried out in 2020.
- Continued dialogue with the faculty about funding the increased costs of premises.
- Promote good access to digital equipment for online and hybrid meetings, symposia, teaching on the premises.

What happens next?

- When returning to the office, we take your input into account
- Using the input in short- and long-term planning of localities
- Giving you continued possibilities to involve in the planning of future localities
- Giving you continued possibilities to participate in community building activities



We can all contribute improving our common work environment by

- Sharing more information
- Showing more appreciation (it also improves your own well being)
- **Get in contact for a chat!**





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