No.	Action	GAP Principle(s)	Proposed Timing	Responsible Unit	Indicators/Target(s)
	Area: Training & Development				
1	Further development and finalization of a PostDoc programme, e.g. including trainings and mentoring and a structured supervision system for postdoctoral researchers (Main Action IV)	37,38	Q2 2023	FwN (PostDoc Office)	• Programme is finalized and communicated • Programme is rolled out • Programme components are evaluated by participants (Q2 2024)
2	Discussion of scope for annual interviews between employee and supervisor including aspects of career development	28,37,40	Q1 2023	HR Development / internal management and decision boards	• Scope is discussed • If applicable: Guidelines are developed and changes communicated
3	Development and implementation of an internal training concept for supervision and management/ leadership competences (including outcomes of mental risk assessment 2021 and health as one topic) (Main Action V)	24,37,40	start in Q2 2023	HR Development	• Concept is developed • Requirement profiles are reflected after finalization • Offers are communicated and rolled out • Offers are evaluated (Q3 2024)
4	Further development of existing qualification and development opportunities in the area of HR including a broader range of academic and non-academic issues; alignment of different offers through the recently established human resources development working group	2,3,5,8,9, 21,28,31, 38,39	Q2 2024	HR Development Working Group	• Offers are aligned (no duplicates!) • Offers are finalized and communicated
5	Standardization of registration, general needs assessment and evaluation procedures throughout all units regarding internal qualification and development offers	39	Q3 2024	HR Development Working Group (IT if necessary)	• Central registration and evaluation tool/platform is rolled-out and in use
6	Needs assessment regarding further qualification of professors and development of respective offers (Main Action V)	38	Q4 2024	HR Development / FwN	• Needs are assessed • If applicable: Offers are developed, communicated and rolled out
7	Reflection and evaluation of new forms of qualification, e.g. job shadowing, intervision, peer teaching etc.	33,39	Q2 2025	HR Development Working Group	• New ideas are reflected and discussed • If applicable: Offers are extended or adjusted and communicated

No.	Action	GAP Principle(s)	Proposed Timing	Responsible Unit	Indicators/Target(s)
Area: Ethical & Professional Aspects					
8	Needs assessment in the areas of anti-discrimination and diversity and development of respective information and training content etc.	10	Q1 2023	Diversity	• Diversity Summerschool (September 2022) is evaluated and reflected • If applicable: Actions are developed
9	Revision and communication of the internal Open Access Strategy and implementation of support structure for OA-processes (Main Action II)	8	Q2 2023	FwN	• OA Strategy is released
10	A more structured onboarding process for new researchers has been partially implemented and should be extended to the professors' level including transfer of relevant knowledge regarding academic structure and internal processes and policies	4,5	Q2 2023	StAPS / FwN	• Onboarding concept is extended • Meeting with new professors are offered and information about internal academic structures, processes and policies is provided
11	Standardized information sessions and/or (web-based) material for (new) German and non-German speaking researchers on relevant (new) internal and external policies and regulations (e.g. good research practice, data security)	2,3,5,7,31	Q3 2023	StAPS / FwN	• Relevant content is developed • Content is implemented in curricula (Master, PhD and PostDoc programmes) and sessions are offered regularly
12	Creation and communication of guidelines for dealing with research data and implementation of support structure for research data management (Main Action I)	2,3,7	Q4 2023	FwN	• Guideline is written and published • Guideline is communicated amongst researchers • Support structure is established
13	Implementation of mentoring or buddy programmes for new employees	4,5	Q1 2025	Personnel Marketing	• Buddy or mentoring programme is developed and rolled-out • Programme is evaluated (Q2 2026)
14	Structured onboarding event/information sessions for supervisors/managers on internal leadership tasks and expectations (Main Action V)	5,6,7	Q4 2023	HR Development	• Content is created (based on action 3) • Onboarding event / information sessions especially for new supervisors/managers are organized
15	Translation of important strategic documents and regulations and target group-specific distribution (to new researchers, e.g. University Development Plan, Knowledge Transfer Strategy)	2,4,8,31	Q4 2023	Responsible units and/or external translation office	• Relevant documents are translated and communicated

No.	Action	GAP Principle(s)	Proposed Timing	Responsible Unit	Indicators/Target(s)
	Area: Working Conditions & Social Security				
16	Inclusion of postdoctoral female researchers in the existing mentoring programme TEAMWORKScience for female PhD students (Main Action IV)	27,38	Q2 2023	Equal Opportunity Office / FwN (PostDoc Office)	• Postdoctoral female researchers are included in next mentoring cohort • Programme is evaluated by postdoctoral female researchers after participation
17	Creation of exchange and networking opportunities for women	27	Q2 2023	Equal Opportunity Office / HR Development	• Information session is organized on International Women's Day to inform about internal offer • Specific networking events for women are organized and rolled out
18	Establishment of trainings and consultation for postdoctoral researchers on different career options, e.g. career coaching/counselling and career development advice (Main Action IV)	21,28,30	Q1 2023	FwN (PostDoc Office)	• Existing concept is finalized and rolled out
19	Update of the Statutes for the Appointment of Professors and Junior Professors (Berufungsleitfaden) in order to attract more female candidates	27	Q3 2023	Equal Opportunity Office	• Finalization of the revised Statutes for the Appointment of Professors and Junior Professors • Feedback from and approval by Senate
20	Development and implementation of a management programme for women (or extension of an existing programme with exclusive modules)	27,37	Q3 2023	FwN (PostDoc Office) / Equal Opportunity Office	• Management programme for women is developed, communicated and rolled out • Programme is evaluated when finished

No.	Action	GAP Principle(s)	Proposed Timing	Responsible Unit	Indicators/Target(s)
	Area: Recruitment & Selection				
21	Discussion and finalization of internal requirement profiles for researchers (based on R1-R4) including the consideration and definition of teaching skills and leadership (Main Action IV)	12,13,21, 28,31,33, 36,37,40	Q1 2023	FwN (PostDoc Office)	• Profiles are finalized and approved by President's Office • Profiles are communicated and reflected in different recruitment and selection processes and training and development programmes
22	Implementation of an e-recruitment tool (including call for tender) (Main Actions III)	13	start in Q4 2023	D2	• Tool is implemented • Users are trained • Additional support material is developed and accessible
23	Definition of a recruitment process including the appointment and composition of selection committee members, development and implementation of recruitment and selection guidelines (including e.g. checklists and best practices) for non-professorial teaching and research staff, assessment templates in order to hire based on skills and competencies to avoid biases and unconscious discrimination against candidates (Main Actions III)	12-18,20	Q3 2023	D2 / Extended HRS4R Working Group	• Process is reviewed • Guidelines are developed • Euraxess is used for job posts • Guidelines are communicated and content is explained in trainings for selection committee members if needed
24	Development of a monitoring and quality system for recruitment including complaints mechanism and means to monitor whether the most suitable researchers apply (Main Actions III)	12	Q4 2023	D2 / Extended HRS4R Working Group	• "most suitable researcher" is internally defined • Monitoring and quality system is developed and in use
25	Development and communication of an internal OTM-R Policy (Main Actions III)	12,15	Q3 2024	Extended HRS4R Working Group	• Policy is published on website
26	Training/information of selection committee members in the area of OTM-R including the awareness of biases e.g. due to gender or the reputation of an institution (Main Actions III)	14,17,20	Q2 2024	D2	• Training content is developed • Selection committee members are trained
27	Evaluation of the new internationalization module as part of the GSU internal research funding programmes in order to further promote and acknowledge mobility experiences	18	Q4 2024	FwN	• Funded projects and their outputs are evaluated