

## **CENTER ROG**

### **Gender Equality & Diversity Plan**

**2022 – 2027**

Final version

Ljubljana, June 2022

### **Center Rog and Gender Equality**

Center Rog is a public institution established by the City of Ljubljana in May 2021, that will open its premises in summer 2023 and will offer almost 8,500 m<sup>2</sup> of indoor creative space and 8,000 m<sup>2</sup> of outdoor green spaces, both available for citizens' daily use and public events.

Center Rog will be a creative, social and technological hub with multiple fabrication workshops, ranging from low to high-tech, accessible to all users, who want to learn, exchange and develop their ideas, projects and products. Additionally it will offer individual project rooms, residential and co-working spaces for professionals in the creative sector, as well as other multi-purpose rooms and halls answering the needs of local communities, ngo's, non-formal groups and businesses.

Committed to sustainable development goals, circular use of space and with a strong cross-sectorial and international focus, the Center Rog will not only cater to those who directly use it but will also have a positive impact on the life of the community, transcending the split between high and popular culture, and thus meeting the challenges brought by the 21st century.

Center Rog is dedicated to the principles and practice of gender equality, equal opportunities and diversity. This has already been the case with the pilot project RogLab that has creatively addressed diverse communities with a user-centered approach, catering to the individual needs of different communities. RogLab has allocated financial, infrastructural, and staff resources to improve gender equality and diversity through international projects oriented toward structural change (*Second Chance*, Interreg Central Europe, 2010 – 2013, [secondchanceproject.si](http://secondchanceproject.si); *FabLabNet*, Interreg Central Europe, 2016 – 2019, [fablabnet.net](http://fablabnet.net); *Creative Flip*, EU Preparatory Action, 2021), the outcome being 70% of RogLab users are now women, which is a European unicum for technological organisations.

Since its institution in 2021, the new public institute Center Rog has continued to highlight gender equality as one of its priorities through partnering in international cooperation projects: *Shemakes - Opportunity Ecosystems Bridging the Gender Gap* (Horizon 2020, 2022, [shemakes.eu](http://shemakes.eu)), *Act&Art For Positive Social Change* (Erasmus+ / European Solidarity Corps, 2022 -2023 and developing the project *Shared Spaces – Shared Futures* (European Cultural Foundation, 2021 – 2022). The latest designed five working groups, concentrating on the challenges

of (1) participatory governance and participatory budget; (2) inclusion of migrants and refugees; (3) gender equality and empowerment of diverse women\*; (4) cross-sectorial creative ecosystem for social impact; (5) inclusive use of public green spaces.

The core members of the working group for Gender Equality consisted of the group coordinator (Teja Reba) and researcher (dr. Tanja Petrović), who over six months conducted the development of the GEDP in cooperation with many stakeholders and the Center Rog team.

## **The Institutional Context**

Center Rog will be characterized with a complex organizational structure:

- **Employed**

Center Rog will consist of two interrelated organizational units: *Program & Admin Unit* and *Technological Unit*, with up to 18 regularly employed.

- **Outsourced professionals**

Technological mentors and creative professionals will be periodically outsourced on temporary contracts.

- **Members**

Users of Center Rog will become members by purchasing a membership card and will therefore have access to 7 different communal workshops (fab-labs/maker spaces), the co-working rooms and other multipurpose spaces (lecture room, incubator space).

These members might range from non-professionals from various generations - amateurs in handcraft, cooking, gardening, etc. to students and professionals engineers, artisans, architects, designers, multimedia artists, technological developers and scientists...

- **Temporary residents**

Temporary residents are professionals who will be selected through open-calls based on their project idea.

They will be allocated with a free of charge individual working studios or residency apartments for different periods of time.

The complexity of relations between regularly employed, outsourced professionals, users and residents were therefore carefully considered and the GEDP for Center Rog has been designed with the awareness that the structural parameters, such as one's position in the hierarchical structures of the organization, the nature of the work conducted, the nature of the work contract, one's career stage, etc. will greatly influence perceptions and practices of gender equality at Center Rog.

As a newly founded institution, not yet fully operational until the opening of its premises in 2023, the survey of perceptions of gender equality at Rog Centre will therefore be conducted in 2026 as part of preparatory actions for the next GEDP.

## The development of GEDP

The development of the Center Rog GEDP is based on a custom-made research and participatory model. The participatory model aimed at opening spaces for interaction, communication, and horizontal cohesion – the exchange of experiences and good practices among peers. We also adopted an intersectional approach to gender equality issues, considering not only gender, but also other identity categories, such as age, ethnicity, disability, economic status, etc. The GEDP takes into account the complex organizational and program structure of the Center Rog and the needs of both employed staff, users-members and users-residents, and is fine-tuned with the Center Rog vision and program strategy. We have also evaluated previous projects conducted by the pilot RogLab and analyzed the communication channels in order to develop recommendations for a gender and diversity-sensitive communication (in annex to the GEDP).

We have detected needs and state of the art (opinions, attitudes, feelings, hardships, experiences) through:

- A focus group, whose participants (9) were women professionals from the Creative sector (self-employed, employed in the public and ngo sector, student);
- Individual interviews (5) with women engineers and tech mentors
- Working sessions (2) with Center Rog management team.
- A questionnaire developed within the project *Shemakes* (40 respondents – students, engineers, creative professionals, business professionals);

The operationalization was further translated into a first draft, followed by:

- A local verification workshop where participants (20) from the creative sector, engineers, technologists and Center Rog team were asked to define the outcomes and impacts of the defined strategic areas.
- An international validation workshop where participants (4) addressed the proposed measures and indicators and shared best practices from their environments.
- A round-table within the closing international conference of the project Shared Spaces – Shared Futures, where we presented the process.

The Center Rog Gender Equality and Diversity Plan is organized around the main themes that structure gender equality plans, as identified in the Horizon Europe Guidance on Gender Equality Plans (2021), based on the belief that the knowledge accumulated in the field of gender equality and in the implementation of gender equality plans in the research and higher education spheres can be very useful for the cultural and creative sectors as well. We have also taken into account the conclusions and recommendations of the Council of the European Union on Gender Equality in Culture (2020), recommendations for Gender Equality in Culture (City of Women, 2020), Guidelines for combatting gender violence and harassment (Faculty of Arts, University of Ljubljana, 2021), guidelines for gender-sensitive use of language (Ministry of work, family, social affairs and equal opportunities, Republic of Slovenia, 2018). Other sources were

existing strategic plans (ZRC SAZU GEP 2019 – 2023; University of Rijeka GEP 2021 – 2025)

While initial resources for fostering structural changes in the sphere of gender equality have been secured in the development phase, Center Rog will further dedicate its own staff and financial resources to the GEDP implementation, monitoring and evaluation. Center Rog will appoint an Advisor for Gender Equality and Diversity (part-time).

The GEDP will be officially adopted by the Director General and will be publicly available on the Center Rog website.

The Guidelines for a Gender and Diversity sensitive communication will serve as a toolbox for developing the internal and external communication of the institution. They will be presented to the employed, users and residents, and will form the base of all communication materials and promotion campaigns.

The Guidelines for preventing and combating gender-based harassment and violence will be publicly available both on the website and in the premises of Center Rog and will be adequately presented to the employed, users and residents.

## **STRATEGIC AREAS**

The GEDP is organized around 5 strategic areas:

- 1. Organizational culture & work – life balance**  
Structural interventions for a gender fair and diverse organizational culture will improve work-life balance, job satisfaction and workspace/facilities allocation.
- 2. Gender balance and diversity among employees and users**  
Employing women\* Fab-labs managers and recruiting women\* mentors will assure a greater gender equality in technical professions, enabling lesser stereotypes related to the STEAM area of work. Women\* fab-labs managers and mentors will also inspire and empower targeted groups of diverse female users resulting in more women\* users on the long run.
- 3. Gender Equality in career progression**  
Interventions fostering professional development by training women in soft skills strengthen their confidence for promotion and ability of leadership roles, improve their network building and support them to advance their career.
- 4. Integrating the Gender & Diversity dimension in program and content**  
Center Rog employed teams and users will get the knowledge, competences and resources to integrate gender and diversity dimension in their work, while having a continuous expert engagement (gender equality advisor), as well as proposed mechanisms for knowledge

transfer, increasing awareness of the relevance of the gender and diversity dimension.

**5. Preventing and combating harassment and gender-based violence**

Establishing institutional mechanisms and protocols to combat and react to gender-based violence, while familiarizing the employees and users with the issues, will prevent harassment and give clear and transparent guidelines on how to react in cases of harassment.

**Overall Objectives**

- Establishing mechanisms for increasing awareness of gender equality and diversity.
- Establishing mechanisms to provide support and counsel on how to integrate the gender and diversity dimension in project and product development.
- Establishing structural mechanisms to combat gender-based violence and sexual harassment.
- Improving the organizational culture through the use of gender and diversity-sensitive language.
- Establishing work-life balance policies to address the impact and needs of parent employees and users.
- Supporting female professional' career progression through mentoring and networking activities, and promotion of their results and excellence.
- Supporting disadvantaged women, girls and minority groups through mentoring and educational programs.
- Systematically collecting gender and diversity-segregated data.
- Establishing structural mechanisms to monitor the implementation of the GEDP.

## **Strategic Area 1: Organizational culture & work - life balance**

Structural interventions for gender fair awareness of and commitment to GED include funding for structural transformation and monitoring that aim to improve work-life balance, job satisfaction and workspace/facilities allocation, preferential treatment and promotion. It takes in account systematic consideration of gender and diversity issues in all areas of HR, addresses gendered issues in the institutional, but also the interactional and the internalized dimensions of the organisation.

Flexible working time arrangements enhance the compatibility of work and family and consequently establish a more work-life balance oriented working culture. These new working conditions will attract more women and will enable women to climb the career ladder faster as it reduces the motherhood impact on working time and on career progression. However, flexible working time arrangements should also motivate fathers to get actively involved in childcare activities.

A family friendly organization and organized childcare allows employees and users to occasionally bring their kids to the workplace. Enhancing the compatibility of work and family and consequently establishing a more work-life balance oriented working culture reduces the parenting impact on working time and career progression.

The implementation process needs to be constantly monitored and evaluated and all data collected need to be documented together with the monitoring and evaluation results in order for the intervention to have a sustainable impact. Monitoring involves the collection of gender-segregated data on the proportion, recruitment and promotion, together with detailed reporting about how implemented interventions have contributed to the progress indicated by the collected data.

### **Action 1.1.: Acquiring Gender and Diversity Certificates**

Indicators: number of certificates obtained

(f.ex.: Certificate LGBT+; Certificate Families friendly company; Certificate Diversity Charter; Certificate Socially responsible employer; Certificate Older-workers-friendly company, etc)

Timeline: September 2022 – December 2026

Responsible person = Appointed Gender Equality and Diversity Advisor

### **Action 1.2. : Adopting gender-sensitive monitoring & data collection**

Indicators:

- Yearly reports on appointments, promotions, attribution of tasks, number of part-time and subcontracted posts (taking into account the hourly rate of part-time work, which ensures a decent living); the extent of the use of remote and flexible working; the extent of the use of new services provided by the institution (workshops for kids during school holidays, organized childcare during public events, number of international kids (family residency users) temporary enrolled in local public kinder-garden or school); number of obtained certificates and trainings

Timeline: January 2023 – December 2026

Responsible person: Appointed Gender Equality Advisor

### **Action 1.3. : Adopting a Policy for flexible working time and remote-work**

Indicators:

- A Remote-work and Flexible-work Policy (obligations and rights) adopted by the Director General
- Number of employees using existing services
- Needs and satisfaction survey completed and presented in the Yearly report to the Director General

Timeline: December 2022 – December 2026

Responsible person: Nina Skrt, Management Assistant

### **Action 1.4. : Adopting a Family-friendly Policy**

Indicators:

- A Family-friendly and childcare Policy adopted by the Director General
- Needs and satisfaction survey (employees and users) completed and presented in the Yearly report to the Director General

Timeline: February 2023 – December 2026

Responsible person: Nina Skrt, Management Assistant

### **Action 1.5. : Family friendly residencies**

Indicators:

- 1 family residency (2 weeks – 2 months) completed yearly

Timeline: March 2023 – December 2026

Responsible person: Head of Production and Exhibition Programme

### **Action 1.6. : Designing a kids-friendly zone and equipment**

Indicators:

- 1 kids-friendly space inside the premises fully functional for use
- 1 kids-friendly outdoor zone in the public garden fully functional for use

Timeline: 2023 (by the date of the opening of Center Rog)

Responsible person: Meta Štular, Director of strategic development and programmes

## **Strategic Area 2: Gender balance and diversity among employees and users**

Employing women\* Fab-labs managers and recruiting women\* mentors will assure greater gender equality in technical professions, enabling lesser stereotypes related to the STEAM area of work.

Women\* fab-labs managers and mentors will also inspire and empower targeted groups of women\* , resulting in more women\* users on the long run. Nevertheless additional measures aim to empower disadvantaged women\* with the aim of reaching 70 % of diverse women users overall.

Overall, gender & diversity sensitive internal and external communication and promotion are crucial in order to address a diversity of profiles and to stimulate their interest and active engagement.



### **Action 2.1. : Adopting Gender and Diversity- sensitive Communication**

Indicators:

- Guidelines for Gender and Diversity – sensitive internal and external communication adopted by the Director General
- Guidelines presented to all employees, sub-contractors (mentors, translators, visual identity designers, photographers, etc) and users as annex to their contracts/memberships
- Guidelines publicly available on the Center Rog web-page
- Adaptation of the guidelines in the form of visually attractive and signs displayed in the premises

Timeline: December 2022 – September 2023

Responsible person: Slavica Tucakov, PR

### **Action 2.2. : Positive action to employ more women\* as fab-labs managers**

Indicators:

- Open call for fab-lab managers completed
- At least 3 employed women\* fab-lab managers out of 7 posts (40%)

Timeline: September 2022 – March 2023

Responsible person: Nina Skrt, Management Assistant/ HR

### **Action 2.3. : Recruiting more women\* lab-mentors**

Indicators:

- 1 open call for women and non-binary mentors completed yearly
- 1 training workshop for women and non-binary mentors completed yearly
- 1 internship per lab for women and non-binary mentors completed yearly
- 5 newly formed mentors (out of 10 mentors = 50%)

Timeline: March 2023 – December 2026

Responsible person: Head of labs

### **Action 2.4. : Attracting more diverse users and residents**

Indicators:

- 1 Promotion and advertising campaign, focused on diverse and disadvantaged women\* completed yearly
- 1 cooperation project with local schools and faculties focusing on women\* students completed yearly
- 1 open-call to support diversity driven projects (empowering diverse women\* , refugee and migrant women, elderly and minorities, LGBT +) completed yearly

Timeline: March 2023 – December 2027

Responsible person: Head of labs

### **Priority Area 3: Gender Equality in career progression**

Interventions fostering professional development of women by improving their networking skills and supporting them to advance their career, strengthen their confidence for promotion and ability of leadership roles.

The actions will offer female professionals in the CCI access to and becoming integral part of important internal and external networks. Internal networks can consist of networks only dedicated to women in order to ensure 'safe spaces' for open communication and exchange, while external professional networks serve to increase the visibility of female professionals.

Mentoring programs contribute to improving the female talent pool for career progression by strengthening women mentees professional skills and career prospects through planning, prioritizing and gaining insights into funding possibilities and organisational norms, while certain targeted scholarships should compensate female creators for the time loss in their careers, which is due to childcare, other care responsibilities, burnouts or health issues, or will be intended for professionals arriving from abroad, resulting in voluntary or involuntary career breaks; thus improving as well as fostering their career advancement.

Center Rog will also take in account the needs of differently-abled people. However, as certain workshops (labs) do not allow for adaptations, users will sometimes rely on the help of others. Enabling people with disabilities and minority groups with language barriers to progress in their careers will be therefore facilitated with various actions.

#### **Action 3.1. : Organizing networking events**

Indicators:

- 2 women-only\* internal networking events completed yearly
- 1 international women-only\* networking event completed yearly, integrated in European cooperation projects
- Number of participants
- Satisfaction survey of networking participants completed, analyzed and presented in the Yearly report to the Director General

Timeline: January 2024 – December 2027

Responsible person: Slavica Tucakov, PR and community manager

### **Action 3.2. : Organizing capacity-building for early career women\* professionals**

Indicators:

- 1 free of charge capacity-building scheme, involving experienced women\* professionals who guide, advise, and support a group of early-career women\* mentees selected through ongoing open-calls
- 1 public presentation of the results yearly
- 1 satisfaction survey completed by participants yearly

Timeline: January 2024 – December 2027

Responsible person: Lucija Jankovec, project manager

### **Action 3.3. : Providing assistance for users with disabilities, minorities, and groups with diverse needs**

Indicators:

- Guidelines for accessibility and assistance requests due to particular needs (disabilities, mental health issues, language barriers, cultural differences, etc.), as part of the House rules, adopted by the Director General
- 1 partnership with NGOs for community engagement & participation yearly
- Number of free of charge introductory trainings for using the workshops (labs) for diverse women\*, refugees, migrants
- 1 representative of a targeted community invited as a member of the Advisory Board

Timeline: January 2023 –December 2027

Responsible person: Gender & Diversity Advisor,

## **Strategic Area 4: Integrating the gender and diversity dimension in the program**

In order to promote the integration of the gender dimension into the program and content, Center Rog will appoint a Gender Equality and Diversity Advisor, whose main duties are monitoring and evaluating the GEDP implementation; organizing trainings on gender equality and diversity for both employed and users, including workshops preventing gender-based violence; advising on the gender and diversity dimension in projects and in product development. The employee taking on this role will have the duties named in the work-description and will dedicate half of her working time to the role. Additional measures will highlight women's creativity and innovation on an international scale and establish awards stimulating gender and diversity dimensions in innovation and user centered design.

### **Action 4.1. : Appointing a Gender Equality & Diversity Advisor**

Indicators:

- Gender Equality and Diversity Advisor appointed by the Director General

Timeline: September 2022 – November 2022

Responsible person: Renata Zamida, Director General

Financial input: the employee who will be appointed this responsibility will receive a salary supplement.

### **Action 4.2. : Organizing yearly Gender Equality and Diversity training for project managers, fab-labs managers and mentors**

Indicators:

- 1 training workshop for employees and sub-contractors completed yearly
- No. of participants (gender segregated data)
- 1 satisfaction survey on the training completed yearly
- 1 feedback survey from users completed yearly
- Analysis of the surveys presented to the Director General

Timeline: January 2023 – May 2026

Responsible person: Project manager - Education and Trainings Programme

### **Action 4.3. : Organizing a female maker's innovation festival**

Indicators:

- 1 international festival organized every two years
- No. of participants

Timeline: September 2024 –September 2027

Responsible person: Project manager

### **Action 4.4. : Awarding projects that integrate gender and diversity dimensions in innovation and design**

Indicators:

- 1 award for a project integrating the gender and diversity dimension in innovation or featuring diverse user involvement in the development of the product completed and publicly presented yearly

Timeline: January 2025 – December 2027

Responsible person: Meta Štular, Director of Strategic Development and Programmes

## **Strategic Area 5: Preventing and combating gender-based harassment and violence**

Establishing institutional mechanisms and a protocol to combat and react to gender-based violence, while familiarizing the employees and users with the issues, as well as appointing and training the person responsible to deal with sexual violence, will prevent harassment and give clear and transparent guidelines on how to react in cases of gender-based violence and harassment.

### **Action 5.1. : Adopting a protocol for combating gender-based violence**

Indicators:

- Guidelines preventing and combating gender-based violence and harassment adopted by the Director General
- 1 channel for anonymously reporting disrespectful behavior and abuse
- 1 person trained to deal with sexual harassment and sexual violence (Gender Equality Advisor)

- 1 additional person appointed as trustee of employees and users

Timeline: September 2022 – September 2023

Responsible person: Gender & Diversity Advisor

**Action 5.2. : Organizing yearly trainings for preventing and combating gender-based violence and harassment**

Indicators:

- 1 workshop for employees yearly completed
- 1 public event (workshop) for users and general public yearly completed
- Number of attendees

Timeline: September 2023 – September 2026

Responsible person: Gender & Diversity Advisor

**Action 5.3. : Yearly survey on safety and security in the Center Rog as experienced by employees and users**

Indicators:

- Completed survey on safety and security in the Center Rog
- Survey analysis presented in the Yearly Report to the Director General

Timeline: December 2023 – December 2026

Responsible person: Gender & Diversity Advisor