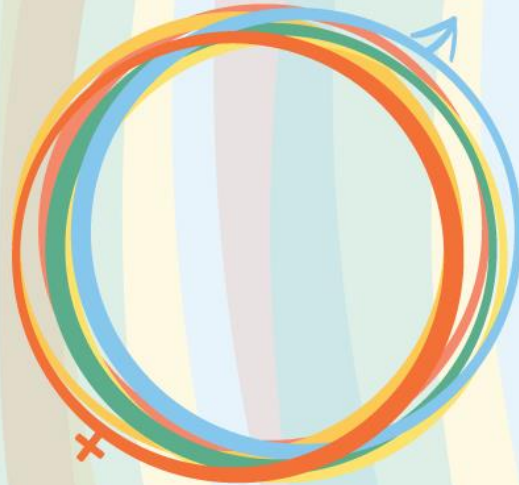


Science Center and Technology  
Museum of Thessaloniki

# Gender Equality Plan

2023 - 2025



*DECEMBER 2022*

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## Introduction

NOESIS – Thessaloniki Science Center and Technology Museum, an institution that promotes public understanding of Science and Technology, in response to contemporary challenges and opportunities, has taken into consideration the key guidelines at both the European and national levels regarding gender equality and the promotion of equal opportunities. In response to these, the organization developed the Gender Equality Plan for the 2023-2025 period.

The NOESIS Board of Directors, by Decision No. 3.5/33/22-09-2022, assigned the Staff Council of the organization to prepare this Plan. The Staff Council, recognizing the great importance of bringing together various departments to work on this assignment, established a task force that included employees with different employment status.

The NOESIS GEP was approved by the Board of Directors on 02/12/2022.

## General information about the organization

### Name

Thessaloniki Science Center and Technology Museum NOESIS

### Legal form

Private Law Legal Entity, Non-Profit, General Government entity, supervised by the General Secretariat for Research and Innovation (GSCI).

### Headquarters

6th km of Thessaloniki - Thermi, 57001 Thermi  
P.O. Box 60330, 57001 Thermi

### Strategy

NOESIS Science Centre and Technology Museum is a cultural, educational, public benefit institution that offers the student community and the general public an appropriate environment for becoming acquainted with and understanding science and information about technological advancements.

### Structure and operation

NOESIS Thessaloniki Science Centre and Technology Museum is under the Ministry of Development and Investment, supervised by the General Secretariat for Research and Innovation and managed by the Board of Directors appointed in accordance with the provisions of Article 8 of Law 3513/2006 (A' 265/5.12.2006).

The statistical representation of the entity's human resources and the findings resulting from it are presented in the Annex.

## Commitment - Objectives of the GEP

The GEP highlights the particular importance of organizational culture as an integral part of the nature of the Institution, considering that it contributes decisively to its formation. The adoption of this culture by the employees of the Entity is a primary objective of the GEP and needs to be integrated and reflected in the management and activities of the organization.

Therefore, the adoption of a new organizational culture and the implementation of the GEP should be a strong and practical commitment of NOESIS and should be implemented throughout its entire range of activities. Through this commitment, the existing ideals of human dignity and equality that underpin the Institution's operation are further promoted.

*In the long run, the adoption of this policy will shape an organizational culture that reflects an organization that is free from gender inequality, that provides equal opportunities for all, without discrimination, whose members share common principles and values that guide behavior and interaction among its constituent members.*

Since the policy and this GEP constitute an institutional statement on behalf of NOESIS regarding gender equality in the context of both its daily operation and the outreach activities it carries out, the plan focuses not only on the adoption of the guidelines and practices set by the EU and the national institutional framework, but also on the context of the Institution's operation. In order to adopt a basic, commonly accepted gender equality policy, the following objectives are set:

1. To promote gender equality in culture and procedures, to provide care for work-life balance, to reduce discrimination and difficulties.
2. To promote and strengthen equal gender representation in decision-making bodies and positions of responsibility.
3. To promote gender equality in recruitment and career development and reduce disparities.
4. To promote gender mainstreaming in the whole range of NOESIS activities in science and technology, to inform and train staff and to disseminate to society.
5. The drafting and adaptation of the Institution's regulatory documents (Internal Regulation) to address discrimination and all types of harassment and gender-based violence, the establishment of an incident management protocol, monitoring of incident management, and planning of training activities.

## Methodology

The GEP follows the main guidelines and objectives set out and defined by the EU. In particular, it recognizes that "gender equality is a pillar of cultural diversity and plays a key role in breaking down stereotypes and promoting social change".

The GEP has been drafted in line with the plans that have been drawn up and the principles set both at the national (National Action Plan for Gender Equality 2021-2025) and European (Gender Equality Strategy for 2020-2025, Gender Equality in the European Research Area) levels.

It is structured according to the agile methodology of planning and implementation, utilizing the available resources of the Institution, thus ensuring the possibility of interdepartmental cooperation. The continuous monitoring and feedback of the GEP is aimed at its continuous improvement and adaptation to the requirements and developments that arise in a constantly changing socio-economic environment.

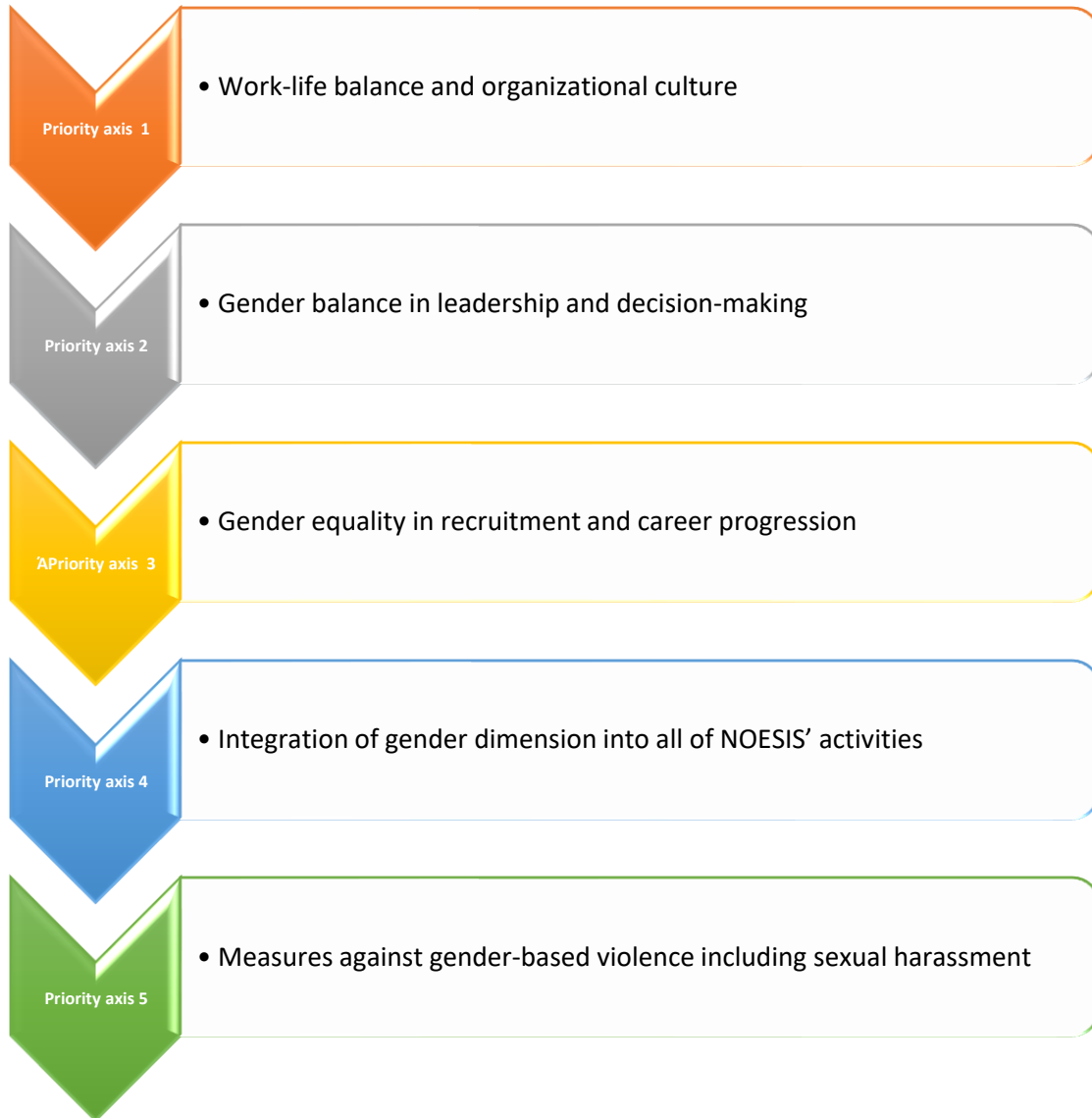
The task force that developed the GEP took into consideration the findings of the current situation in the Institution, the texts and guidelines of the institutional framework, as well as the respective plans of other institutions in the implementation of gender equality policies.

Aiming to integrate the principles of gender equality in the culture of NOESIS, the GEP has been structured along the 5 axes of intervention set by the EU. These axes constitute the Plan's Guidelines, which reflect the Pursuits and the Proposed Actions, in order for each of them individually and all of them as a whole to serve the main Strategic Objective of the Plan. Indirectly, the Objectives and Proposed Actions seek to raise awareness of gender equality issues among all those involved in everyday life.

Indicators are defined for the proposed actions in order to measure performance as a quantified method of evaluation and feedback on the GEP implementation process.

## Thematic areas - Priority axes

The GEP focuses on the following five thematic areas - priority axes:



## Priority axis 1

### Work-life balance and organizational culture

#### Aim

To promote gender equality both in culture and in procedures, to provide for balance between personal and professional life, to reduce discriminations and difficulties.

#### Objectives

- A. To cultivate and strengthen the acceptance of diversity among staff members.
- B. To ensure gender equality in formal texts and procedures at NOESIS.
- C. To employ gender inclusive language in all activities, social media and NOESIS' new print-outs.
- D. To cultivate solidarity and unity among staff members.
- E. To respect staff members' personal lives.

#### Action plan

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
<b>A.1.</b>	Internal update and awareness-raising on gender equality issues.	NOESIS staff	Direction of Administration and Finances Gender Equality Officer	Number of reports and briefing events.
<b>A.2.</b>	An NGO / a responsible organization addresses ways to cope with diversity.	NOESIS staff	Direction of Administration and Finances Gender Equality Officer	Proposals. Briefing events.
<b>B.1.</b>	Reconsideration and evaluation of the existing texts at NOESIS' communication channels (social media, website), the internal operating regulation, announcements, press releases. Rewording and republication where needed.	NOESIS staff	Public Relations & Communication Department Gender Equality Officer	Number of reviewed texts.
<b>C.1.</b>	Use of inclusive / neutral language in all communication activities with a supplementary text that declares NOESIS' commitment on equal opportunities provision gender inclusiveness and in all	NOESIS staff	Human Resources Gender Equality Officer	Number of reports related to texts.



	Suggested actions	Recipients	Responsible for implementation	Performance indicator
	new NOESIS' texts (e.g. publications, publicity material).			
<b>D.1.</b>	Festive events for NOESIS' staff and their families.	NOESIS staff	Public Relations & Communication Department Direction of Administration and Finances Gender Equality Officer	Number of events
<b>D.2.</b>	A blood bank initiative for NOESIS' staff and their families.	NOESIS staff	Human Resources Gender Equality Officer	A blood bank
<b>E.1.</b>	Special prices for employees' children in regards to NOESIS' educational activities.	NOESIS staff	Direction of Administration and Finances Direction of Research, Design and Development Gender Equality Officer	Number of educational programs realized.
<b>E.2.</b>	Options available ranging from working from home to / or flexible working hours when needed, because of family reasons (needs and obligations).	NOESIS staff	Direction of Administration and Finances Direction of Research, Design and Development Gender Equality Officer	Number of employees that have benefited from favorable measures.

### Timetable

Ongoing procedure for the overall duration of the plan.

### Potential implementation difficulties

There may be difficulties encountered while pursuing the specific objective in regard to direct outcomes, namely the application of the suggested measures and the adoption of a new culture, perception and behavior. Practical difficulties in realization have to do with organizing activities and potential delays.

## Priority axis 2

### *Gender balance in leadership and decision-making*

#### Aim

To promote and strengthen gender inclusiveness in positions of responsibility and decision-making processes.

#### Objectives

- A. To strengthen gender inclusiveness in positions of responsibility and committees (project managers, work groups, etc.).
- B. To support and empower women in the direction of leadership and management, in collaboration with institutions that specialize in empowerment issues.
- C. To encourage and urge women to aim for positions of responsibility and participation in committees.

#### Action plan

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
<b>A.1.</b>	Equal inclusion of genders when identifying project managers based on their formal qualifications.	NOESIS staff	Human Resources Gender Equality Officer	Staff per cent distribution per gender
<b>A.2.</b>	Equal inclusion of genders in working groups and committees, based on their formal qualifications.	NOESIS staff	Human Resources Gender Equality Officer	Staff per cent distribution per gender
<b>B.1.</b>	Human Resources staff training on spotting professional development programs for NOESIS' staff.	NOESIS staff	Human Resources Gender Equality Officer	Number of professional development programs
<b>B.2.</b>	Identification of the process in the direction of improving staff's information on professional development programs	NOESIS staff	Direction of Administration and Finances Gender Equality Officer	Process identification
<b>B.3.</b>	Encouragement of NOESIS staff and facilitation for equal gender inclusion in regard to professional development programs on leadership and management issues based on their formal qualifications.	NOESIS staff	Human Resources Gender Equality Officer	Number of beneficiaries per gender

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
C.1.	Creation of new positions of responsibility and invitation to fill said positions with an equal gender inclusivity perspective (identification of hierarchy levels).	NOESIS staff	Board Gender Equality Officer	Number of invitations for new work positions to be filled.

### Timetable

Ongoing procedure for the overall duration of the plan.

### Potential implementation difficulties

- Understaffed Human Resources Department.
- Implementation difficulties due to practical factors (lack of financial resources, bureaucracy procedures).

## Priority axis 3

### *Gender equality in recruitment and career progression*

#### **Aim**

To promote gender equality regarding recruitment and career progression and reduce deviations.

#### **Objectives**

- A. Ensure gender equality in all directions and departments.
- B. Promote the career progression of NOESIS staff.
- C. Promote women's career progression in terms of providing equal opportunities for them to attain positions of responsibility.
- D. Create gender equality policies within NOESIS.
- E. Protect gender identity in the recruitment process.
- F. Promote NOESIS as an equal-opportunity employer.

#### **Action plan**

	<b>Suggested actions</b>	<b>Recipients</b>	<b>Responsible for implementation</b>	<b>Performance indicator</b>
<b>A.1.</b>	The Gender Equality Officer will take on an advisory role and participate in the announcement of new work positions.	Applicants NOESIS staff	Direction of Administration and Finances Gender Equality Officer	Recording of gender-based hiring on an annual basis
<b>A.2.</b>	Balanced gender participation in hiring committees.	Applicants NOESIS staff	Direction of Administration and Finances Gender Equality Officer	Recording of gender-based hiring on an annual basis
<b>B.1.</b>	Development of guidelines for providing motives	NOESIS staff	Gender Equality Officer General manager Human Resources	Recording of staff's career progression on annual basis
<b>C.1.</b>	An attempt to achieve balanced gender representation on NOESIS' board.	NOESIS staff	Direction of Administration and Finances Gender Equality Officer	A seminar on management per year

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
<b>C.2.</b>	Management seminars to increase skills and abilities (NOESIS staff).	NOESIS staff	Direction of Administration and Finances Gender Equality Officer	A seminar on management per year
<b>D.1.</b>	Formulate a statement accompanied with a standing order, included in all publications, based on job description.	Applicants	Public Relations & Communication Department Direction of Administration and Finances Legal Department Gender Equality Officer	The statement
<b>E.1.</b>	Publication of recruitment notice (website and social media) regardless of gender identity.	Applicants	Human Resources Public Relations & Communication Department Gender Equality Officer	Number of publications
<b>F.1.</b>	Designation, publication and advertisement of NOESIS' "good practice" in choosing and professionally developing employees.	Public Applicants NOESIS staff	Public Relations & Communication Department Gender Equality Officer	Number of publications
<b>F.2.</b>	Posting the GEP on NOESIS' website.	Public Applicants NOESIS staff	Public Relations & Communication Department Gender Equality Officer	Website posts

### Timetable

Ongoing procedure for the overall duration of the plan.

### Potential implementation difficulties

Potential implementation difficulties are likely to be encountered while pursuing the specific objective, as plenty of time will be needed for revising the existing working culture and organizational behavior. In addition, this endeavor may grow even more difficult as several directions and departments will be involved. Besides that, the NOESIS staff will be required to adapt their attitudes and behaviors based on the Gender Equality Plan.

## Priority axis 4

### *Integration of gender dimension into all of NOESIS' activities*

#### Aim

To promote the gender dimension in all of NOESIS' activities in matters of science and technology, to update and train staff regarding gender equality and to update and disseminate those actions to the public.

#### Objectives

- A. Record the present situation regarding the integration of the gender dimension in all of NOESIS' activities (screenings, educational programs, exhibitions, speeches/lectures, events).
- B. Update and train on gender and gender equality in all of NOESIS' activities.
- C. Encourage and enhance the equal participation of genders in the implementation of innovation projects and actions in the direction of science and technology.
- D. Present and promote women's work in matters of science and technology through dissemination and communication actions.
- E. Present and promote NOESIS' good practices in the direction of integrating gender equality in all of NOESIS' activities.

#### Action plan

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
<b>A.1.</b>	Surveying - Recording	Visitors Participants in educational programs Event participants NOESIS staff	Direction of Research, Design and Development Direction of Exhibitions and Operations Public Relations & Communication Department Gender Equality Manager	Findings analysis 1 report/year
<b>B.2.</b>	Update speech	Public NOESIS staff	Direction of Administration and Finances Public Relations Department Gender Equality Manager	Actions per year
<b>C.1.</b>	Briefings	Public	Direction of Research, Design and Development	Actions per year

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
		NOESIS staff NOESIS partners	Direction of Administration and Finances Gender Equality Manager	
<b>C.2.</b>	Related notice	Public NOESIS staff NOESIS partners	Direction of Research, Design and Development Direction of Administration and Finances Gender Equality Manager	Actions per year
<b>D.1.</b>	Design and realization of exhibitions with related content.	Public NOESIS staff	Direction of Research, Design and Development Direction of Exhibitions and Operations Public Relations Department Gender Equality Manager	Actions per year
<b>D.2.</b>	Publications in all of NOESIS' communication channels.	Public NOESIS staff	Direction of Research, Design and Development Direction of Exhibitions and Operations Public Relations Department Gender Equality Manager	Actions per year
<b>E.1.</b>	Publications in all of NOESIS' communication channels.	Public NOESIS staff	Public Relations Department Gender Equality Manager	Actions per year

### Timetable

Ongoing procedure for the overall duration of the plan.

### Potential implementation difficulties

The implementation of the specific pursuits may face difficulties, as it will be necessary to examine and readjust the way in which all of NOESIS' activities are selected, designed and realized.

Continuous updating, vigilance, localization, registration and redefinition of the procedures by which both NOESIS as a whole, and each individual staff member operates, will be required.

## Priority axis 5

*Measures against gender-based violence, including sexual harassment.*

### Aim

The configuration and adaptation of NOESIS' regulatory text (Internal Regulation) to deal with discrimination and any kind of harassment and gender-based violence, the creation of an incident management protocol, the observation of incidents management and the planning of training activities.

### Objectives

- A. Establishment of a policy to prevent and deal with violence and harassment in the workplace.
- B. Raise awareness about violence and harassment in the workplace through educational activities and provision of informational material.
- C. Training to deal with incidents of violence and harassment in the workplace.

### Action plan

	Suggested actions	Recipients	Responsible for implementation	Performance indicator
<b>A.1.</b>	Update of NOESIS' internal regulation by including a policy for preventing and dealing with violence and harassment in the workplace and establishment of a procedure for handling similar incidents in the workplace.	NOESIS staff	Direction of Administration and Finances Legal Department Gender Equality Manager	Updated internal regulation
<b>A.2.</b>	Training of employees in the Human Resources Department in matters of prevention, handling and management of incidents of violence and harassment in the workplace.	NOESIS staff	Direction of Administration and Finances Gender Equality Manager	Number of seminars
<b>B.1.</b>	Looking for seminars and materials on workplace violence and harassment, in collaboration with external partners from the responsible department.	NOESIS staff	Direction of Administration and Finances Gender Equality Manager	Number of seminars
<b>C.1.</b>	Staff briefing on the procedure of dealing with incidents of violence and harassment in the workplace.	NOESIS staff	Direction of Administration and Finances Gender Equality Manager	Number of meetings



	Suggested actions	Recipients	Responsible for implementation	Performance indicator
C.2.	Establishment of a procedure for recording incidents and sexual harassment	NOESIS staff	Direction of Administration and Finances Gender Equality Manager	Establishment of procedure

### Timetable

Ongoing procedure for the overall duration of the plan.

### Potential implementation difficulties

- Fear of job loss.
- Ensuring confidentiality.
- Social prejudices.

## Evaluation and review

The monitoring of the implementation of the GEP and its periodic review are pillars for its long-term and successful implementation, since through feedback and evaluation, possible deviations from the overall target are prevented or addressed.

The monitoring task will be undertaken by a Gender Equality Committee composed of two (2) members from the GEP drafting team, one (1) member from the Board of the Institution and one (1) member from Management, while the Equality Officer at NOESIS (appointed by the Board) will coordinate the monitoring. In case of any change of the Board members, the members of the Committee will be reappointed by both the employees' collective body and the Management.

An assessment of the need to review and/or amend the GEP will be carried out regularly on a triennial basis, at the end of which, and if deemed appropriate, the objectives, goals and proposed actions may be redefined. At the same time, during its implementation (on-going), the Gender Equality Committee may intervene with corrective measures and adjustments if a deviation from the performance indicators set is detected (mid-term report).

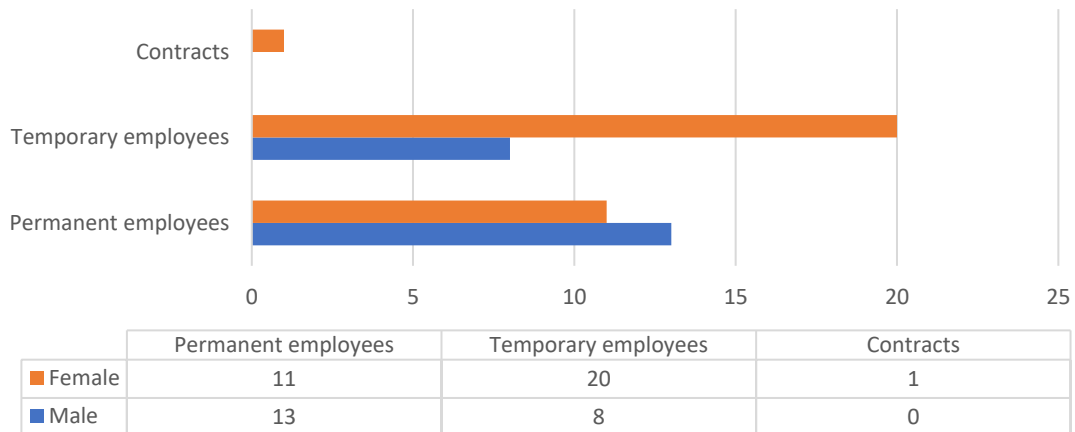
The description of the interventions or possible proposals for improvements or changes will be included in the respective progress reports and will be annexed to this document. The information in the annex will be evaluated at the end of the three-year period. The preparation of the reports will be the responsibility of the Equality Officer.

## ANNEX

## Statistical representation of human resources

The following table shows the current status (end of 2022) of the Entity’s human resources. The Entity employs 53 employees, of which 52 are salaried employees and one is on an independent services contract. Of the total number of employees, 40% are men and 60% are women.

**Gender of employees per work position**

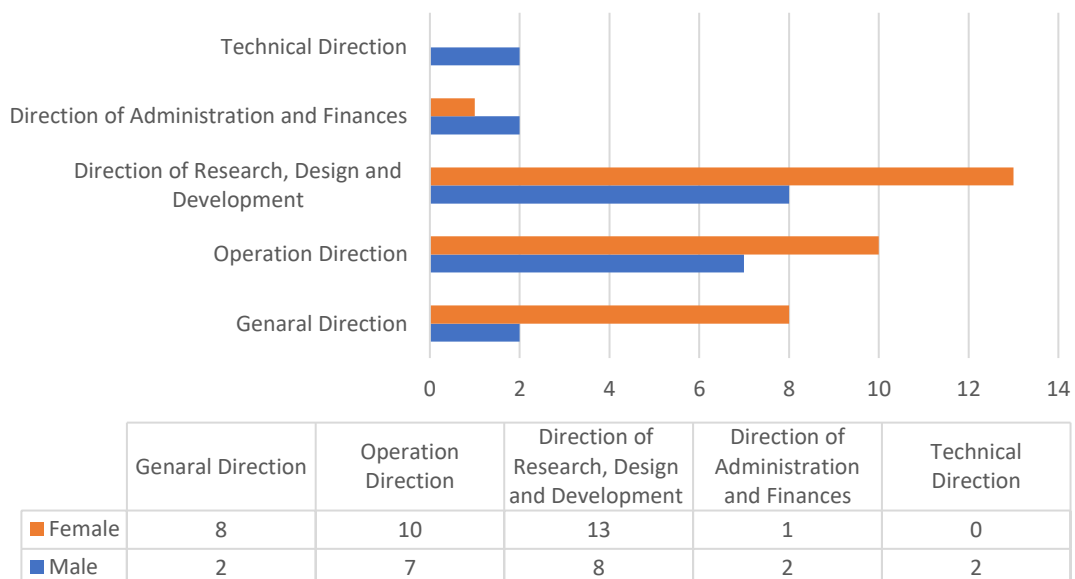


The above figure leads us to the conclusion that female employees outnumber male employees.

It is also worth noting that currently, the organizational chart of the Institution anticipates four (4) positions of responsibility, all of which are occupied by men (100% of the positions of responsibility).

The Institution is structured in 5 Directorates (General Directorate, Directorate of Operations, Directorate of Research, Planning and Development, Directorate of Financial and Administrative Services, Directorate of Technical Services). The current situation with regard to the gender distribution of staff in the Directorates is shown in the figure below:

**Gender of employees per direction**



## Findings

The starting point of the GEP was the findings of the current situation in the organization regarding gender equality and how it is reflected in its cultural, educational, research and collaborative activities.

As a consequence of the data available from the Directorate of Administrative and Financial Services, the results to be evaluated were produced for the general overview of the current situation with regard to gender equality issues in the Entity.

The organization maintains gender balance in all aspects of its functioning. Indicative examples are the management and implementation teams for cultural, educational and research activities and for the implementation of European projects.

For the current management period, the composition of the Board of Directors is characterized by gender imbalance (8 male and 3 female members), but over time this phenomenon seems to be eliminated. It should be noted, however, that the appointment of Board members is not a choice of the institution and unfortunately the scope for intervention is limited.

It appears that the institution is characterized by a lack of stratification in terms of levels of responsibility. It also operates through three levels of management: a) the Board, b) the Directorates and c) the staff of the Directorates.

However, with regard to gender equality issues, the following can be observed:

- A. Unequal gender representation in leadership and other decision-making positions.
- B. Absence of references to the regulatory framework and policy of the Institution's treatment (e.g. Rules of Procedure, job advertisements, website, email), references related to equal opportunities and non-discrimination.

It is recognized that some of the above issues may be due to the size of the organization and the limited number of employees. However, it is evident that there is sufficient scope for intervention and improvement, with the aim of both developing a stable policy to address this and ensuring and implementing it over time.

This has led the drafting team to propose a series of actions, as well as evaluation and monitoring measures, in order to achieve the broader strategic objective of the GEP.