

GENDER EQUALITY PLAN

2023–2026



Czech Language Institute, Czech Academy of Sciences

INTRODUCTORY WORDS FROM THE DIRECTOR

1 | Czech Language Institute

The Czech Language Institute of the Czech Academy of Sciences (hereafter CLI) is a research institution focused on the Czech language and the language situation in the Czech Republic, from both synchronic and diachronic perspectives, and also in active the areas of general linguistics and language pedagogy. The CLI was founded as the Office of the Dictionary of the Czech Language in 1911 and transformed into a research institute in 1946. At present, the CLI conducts basic and applied research on the Czech language, its current state and historical development, and its relationship to other languages, especially when it comes to vocabulary, grammatical structure, stylistic differentiation and construction of texts. The CLI also provides courses of the Czech language and foreign languages to employees of the Czech Academy of Sciences and to the general public. CLI employees teach at a number of universities and thus contribute to the development of the education of Czech society in the area of the Czech language and linguistics. They are also involved in science communication activities presenting the results of ongoing research to the public. The CLI cooperates with a number of further institutions in the Czech Republic and abroad.

The CLI fully supports the principles of gender equality in all areas of its activity.

2. | Gender audit

The gender audit was preceded by an evaluation of the prior interest in gender-related issues and gender equality at the CLI, in terms of both research and the working environment. Gender-related topics and gender equality tended to be the object of interest of individuals rather than a fully institutionally-rooted program. CLI employees have participated in various events focused mainly on the area of work-life balance, through the National Contact Center Gender and Science at the Institute of Sociology of the Czech Academy of Sciences. Gender has also been the topic of research in the CLI from the beginning of the 1990s, above all in the work of Světlá Čmejrková, who led the project *Gender in Language and Communication: Czech Language Specifics* (Czech Science Foundation) from 2002 to 2004. In recent years, the societal demand for the CLI's expertise in the area of language and gender, specifically concerning Czech, has increased. Newer topics include questions of inclusive language, the use of feminine endings in surnames, name changes for transgender individuals, pronoun use for non-binary individuals. It is desirable for the CLI as a top research institution in the area of the Czech language to devote attention to these topics and research them systematically.

In sum, the CLI has two main needs: 1) to strengthen the awareness of gender-related issues in the workplace and to support discussion on examples of good practice and 2) to create a stronger profile in the research areas dealing with questions of gender in Czech.

The first phase of the gender audit involved the formation of a working group for the creation of the GEP. Participation in this group was offered to all employees. The working group was ultimately composed of employees from both the research and non-research departments, including the Technical and Economic Department. The second phase consisted of collection and evaluation of statistics related to the representation of men and women in various positions at the CLI. In the third phase, two questionnaires were designed and implemented: the first, primarily concerning work-life balance, was completed by 91 employees, and the second, focused on sexual harassment, was completed by 61 employees. The results of the two questionnaires are available to the employees on the internal server. In the fourth and final phase, the following official documents of the CLI and the Czech Academy of Sciences were analyzed: all institutional documents on the internal server, the Code of Ethics for Researchers of the Czech Academy of Sciences, the Career Development Rules for CAS Employees with a University Degree. Eight employees from various departments, including a representative of the institute's labor union, undertook the analysis. Following analysis by the individual employees, a group discussion of the results was held.

3. | Gender Equality Plan

The Gender Equality Plan (GEP) of the Czech Language Institute is a key institutional document and a practical tool aimed at uncovering revealing problems of gender-based discrimination and on the proposal and implementation of steps to correct them. The GEP is often viewed as a formal condition for participation in the Horizon Europe grant program as well as domestic programs (e.g., Czech Science Foundation, Technical Agency of the Czech Republic). However, this document is mainly a response to the need to ensure a non-discriminatory and safe working environment for all employees of the Czech Language Institute and to publicly advocate for equality in career development, evaluation and remuneration.

The GEP contains: measures, activities to implement measures, indicators of their fulfillment, responsibility for fulfillment, and deadlines.

The priority areas are:

Thematic area 1: Work-life balance and organizational culture

Thematic area 2: Gender equality in leadership and decision-making positions

Thematic area 3: Gender equality in recruitment and career development

Thematic area 4: Integration of the gender dimension in research and education

Thematic area 5: Preventive measures related to gender-based violence

The plan is set for a four-year period from the beginning of 2023 to the end of 2026. Financial resources for the implementation of the plan will be internal in the first years. Looking ahead, we count on obtaining project-based funds, especially those that enable preparation of the HR Award. The responsibility for the implementation of the plan will mainly be held by the newly created working group for gender equality, with the support of the director, deputy directors, and economic and HR staff.

The fulfillment of the GEP will be continuously monitored and evaluated in accordance with the deadlines set for individual measures and activities. The monitoring of the GEP will be carried out annually and in anticipation of the creation of the GEP for the following period (from 2027).

4. | Proposals

On the basis of all of the phases of the gender audit as well as of further planned analytical activities, the following plan was created.

Prague, March 16, 2023

A handwritten signature in blue ink, appearing to read 'M. Prošek', written over a faint blue rectangular stamp.

PhDr. Martin Prošek, Ph.D.

Director, Czech Language Institute, Czech Academy of Sciences

Thematic area 1: Work-life balance and organizational culture

Measure	Activity	Aim	Indicator	Responsibility	Date
Establishment of a working group for gender issues	Establishment of the group	Establishing a strong awareness of gender issues in the CLI	Meeting at least once a year	Director	4/2023
	Inclusion of working group activities in the job description of its members				
	Appointment of contact persons				
Establishment of a transparent system of flexible work arrangements	Maintenance of contact with employees on parental leave	Increasing awareness of flexible work arrangements among employees (both superiors and subordinates)	Inclusion of employees on parental leave in group e-mails	Working group	Ongoing
	Informing employees about flexible work arrangement possibilities in the CLI				
	Information for superiors on communication with subordinates regarding personal matters				
Long-term monitoring of the situation of disadvantaged groups	Organization of focus groups on selected gender-related topics	Increased awareness of problems regularly encountered by employees	Focus group realization	Working group	Once per year
Support for employees in the area of work-life balance	Enabling participation in time-management courses	Support for sharing strategies and skills in the area of work-life balance	Regular information about courses taking place and financial contribution to course fees	Working group	Ongoing

Thematic area 2: Gender equality in leadership and decision-making positions

Measure	Activity	Aim	Indicator	Responsibility	Date
Monitoring numbers of men and women in selected positions	Yearly collection of statistics	Uncovering tendencies in career advancement in the CLI	Brief yearly report on the results of monitoring and research	Working group	Once per year
	Qualitative research on motivation of women to seek out higher positions				
Support for equality in leadership and decision-making positions	Training in support of self-awareness and self-presentation skills	Increase in equality in leadership and decision-making positions	Offer of training once per year	Working group	Once per year

Thematic area 3: Gender equality in recruitment and career development

Measure	Activity	Aim	Indicator	Responsibility	Date
Establishment of systematic support for career and professional development	Mapping the possibilities for research leave and mobility with family	Maximalization of information on the possibilities of research leave/sabbatical and mobility with family, including an overview of offers	Information on the CLI internal server about mobility opportunities with family members	Working group	6/2024
	Training for all employees on (subconscious) stereotypes and prejudice	Increased awareness of the possible influence of stereotypes and prejudices on evaluation procedures, remuneration and other activities	Training once every three years		12/2024
Analysis of pay equality with the Logib software (Ministry of Labor)	Collaboration on collection of statistics for program	Monitoring of pay equality in the CLI	Statistical results	CLI director and deputy directors, Economic and Technical Department	Once per year
Mapping of possibilities for mentoring in the CLI	Informal survey of employees' interest in mentoring or being mentored	Support for less experienced employees in career growth	Survey evaluation	Working group	6/2024

Thematic area 4: Integration of the gender dimension in research and education

Measure	Activity	Aim	Indicator	Responsibility	Date
Formation of working group for research on gender-related issues in Czech	Support for inclusion of research on gender issues in Czech in the CLI's scientific activities	Establishing CLI as a legitimate actor in the area of research on gender issues in Czech	Information about group on CLI web	Director	4/2023
Popularization	Spreading awareness about the area of gender issues in Czech and its utilization in research, development and innovation Collaboration and networking with non-academic subjects	Spreading of information on the research on gender issues in Czech among non-academic subjects	Media contributions of various types (e.g., language columns in newspapers)	Working group for gender research on Czech	4/2023
Seminar	Organization of a seminar for the whole CLI on the topic of gender issues and Czech	Spreading of information about scholarly research on gender issues in Czech	Seminar realization	Working group for gender research on Czech	9/2023
Grants	Preparation of grant proposals on gender-related topics	Establishment of the CLI as a legitimate actor in the area of research on gender issues in Czech	Submission of grant proposals	Working group for gender research on Czech, employees	4/2025
Journal publications	Preparation of a special issue of a journal published by the institute on the topic of gender issues in Czech	Establishment of the CLI as a legitimate actor in the area of research on gender issues in Czech	Publication of special issues	Working group for gender research on Czech, employees	12/2026



Thematic area 4: Integration of the gender dimension in research and education *(continued)*

Measure	Activity	Aim	Indicator	Responsibility	Date
Bibliography	Preparation of bibliography of gender issues in Czech	Expanded awareness of already existing publications among the academic and non-academic public	Bibliography publication	Working group for gender research on Czech, CLI library	12/2026
Lectures	Invitation of lecturers from external institutions for talks on gender-related topics in linguistics	Expanded awareness of research on gender and language outside the CLI	Realization of lectures	CLI employees	Ongoing

Thematic area 5: Preventive measures related to gender-based violence

Measure	Activity	Aim	Indicator	Responsibility	Date
Prevention of negative phenomena in the workplace such as mobbing, bossing, bullying or sexual harassment	Establishment of procedure for handling cases of sexual harassment and socially inappropriate behavior	Prevention of sexual harassment and socially inappropriate behavior and increased awareness among employees about the resources and procedures for handling these cases	Publication of procedure on the CLI internal server and in an informational flyer	Working group	9/2023
	Appointment of contact persons for consultation of cases of sexual harassment and socially inappropriate behavior		Publishing names of contact persons on CLI web		9/2023
	Training		Training once every three years		6/2024



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