

Photon Sciences

Diversity & Inclusion Action Plan: 2013

“Providing an environment that sustains a diverse workforce is essential for the Advanced Photon Source, not only for us to attract and retain excellent staff, but also because we are the showcase of national laboratory science to the new generations of students and researchers who come to use our facility.”

— Brian Stephenson, Associate Laboratory Director, Photon Sciences



**Brian Stephenson,
Associate Laboratory
Director, Photon
Sciences**

Argonne's Photon Sciences (PSC) directorate operates the Advanced Photon Source (APS), an x-ray synchrotron source that provides the brightest x-ray beams in the Western Hemisphere. The APS is a U.S. Department of Energy scientific user facility and, as such, it welcomes more than 5,000 scientists every year from across the U.S. and the world, representing academia, industry and other research institutions. Our users carry out studies in a large number of fields, such as materials science, biology, chemistry, environmental and planetary science and fundamental physics. These studies will have far-reaching impact on our technology, economy, health and fundamental knowledge of materials. The PSC directorate encompasses the Advanced Photon Source division (APS), APS Engineering Support division (AES), Accelerator Systems Division (ASD) and X-Ray Science Division (XSD), as well as the APS Upgrade project (APS-U).

The overall goal of PSC's Diversity & Inclusion action plan is to develop policies for hiring and retaining the most qualified talent, regardless of gender and minority status, and for making our work environment one where a diverse set of ideas can be shared and valued.

Diversity & Inclusion as a Differentiator

PSC recognizes that our employees are our most valuable asset. We are committed to leveraging the diversity in our workforce in order to deliver the best science in support of Argonne's scientific mission. PSC is an employer of choice not only for the most qualified female and minority candidates, but for all top talent. Furthering our inclusion efforts will allow all our employees to thrive, driving PSC to future innovation, greater productivity and better support for our users. Striving for higher levels of diversity and inclusion will help us excel in our mission and stand out among our competitors.

Best People

Goal 1: When hiring, broaden the search to include diverse sources

Action	Hiring committees participate in search briefings and document their efforts to create and maintain a diverse workforce. Attention is placed on efforts to secure qualified female and underrepresented minority applicants as part of a diverse slate of candidates.
Action Lead	Associate Laboratory Director (ALD); Division Directors
Resources	Hiring committees to work in collaboration with PSC Human Resources (HR) managers and the lab's Talent Acquisition team on search briefings and strategies to broaden the candidate pool.
Timeframe	January 2013 – September 2013
Metric	100% of hiring committees for exempt staff recruitment will complete Diversity & Inclusion briefing and related documentation.

Goal 2: Develop best talent — employee development plan

Action	Line management will engage in two annual discussions with their employees: 1) an aspiration discussion to determine development potential within the organization (development discussion) and; 2) a goal/action setting discussion (typically part of the performance feedback discussion). Understanding of the employee's goals will lead to a tailored development plan in which both parties can invest. These discussions are expected to inform, and may be integrated into, the annual performance feedback conversation.
Action Lead	ALD; Division Directors; Group Leaders
Resources	ALD sets expectations; Division Directors and line managers need to be flexible about what constitutes staff development; use of non-traditional formats and resources; PSC HR managers will provide support, guidance and/or resources that encourage dialogue.
Timeframe	October 2012 – September 2013
Metric	Documented development discussions for 100% of RD2/RD3 employees and 70% of RD4/RD5 employees. Staff Development aims to promote and support an emerging learning culture that enhances individual and laboratory capability.

Inclusive Culture

Goal 3: Increase inclusion of employees on committees

Action	Broaden committee representation across career levels.
Action Lead	Division Directors
Resources	Current listing of employee membership to committees. PSC HR managers will provide support, guidance and/or resources to further this goal.
Timeframe	March 2013 – September 2013
Metric	Communicate to employees the importance of serving on PSC, Argonne and external committees. Broaden committee participation to a larger number of employees within PSC.

Mission Integration

Goal 4: Increased visibility of PSC employees in Focal Point and Inside Argonne, highlighting achievements and contributions to the laboratory

Action	Highlight a diverse slate of internal talent by publishing articles about PSC employees, featuring their mission support efforts, accomplishments and value to the laboratory.
Action Lead	Division Directors
Resources	Division Directors to provide input on topic listing, as well as employee profiles that showcase accomplishments and overall impact to laboratory mission.
Timeframe	March 2013 – September 2013
Metric	Provide a minimum of three articles in FY 2013, at least one from each division, highlighting significant contributions.

External Reputation and Partners

Goal 5: Take key role in diversity outreach

Action	Partner with local female and/or minority organizations (i.e., The Society of Women Engineers, National Society of Black Engineers) to host outreach events. Develop rapport with these organizations to align outreach opportunities and to gain access to qualified female and minority candidates.
Action Lead	Division Directors; Deputy and Associate Division Directors
Resources	Division Directors and Deputy/Associate Division Directors will provide time and effort as speakers for outreach events, as well as champion this effort by acknowledging the importance of employee involvement. Argonne Communications, Education and Public Affairs (CEPA) will provide coordination and expertise to develop project plans for events.
Timeframe	January 2013 – September 2013
Metric	Host one outreach event with a local organization.