Juno Champion, Practitioner and Supporter renewals

IOP Diversity Team
Detailed information for Universities renewing their Juno Champion, Supporter or Practitioner status.
The Juno Renewal Process

The overall aim of the renewal process is to ensure that the procedure is not over-bureaucratic or onerous on departments. However, it is also important that the process is clear and robust.

There is an expectation that departments should normally submit for Practitioner within three years of becoming a Supporter and for Champion within three years of becoming a Practitioner. However, there may well be departments who fall outside of this timescale for a variety of reasons: change or vacancy of key staff, change of Head of Department, restructure of department, etc. Therefore, the renewals process has been developed to allow departments to renew their current status.

Champion status is renewable every three years until a department achieves Athena Gold, at which time the Athena Gold renewal process will apply.
**Juno Supporter Renewals**

A department’s Juno Supporter status is valid for three years. Departments will be allowed one renewal at Supporter level, after three years, with the expectation that they will submit for Practitioner before this renewal expires (ie. within six years of becoming a Supporter). Should a department not submit for Practitioner within six years of becoming a Supporter (except under exceptional circumstances), they will be removed from the list of Juno Supporters.

Departments are expected to engage with the Juno programme as a Supporter by attending Juno workshops, discussing progress with the Diversity Team or requesting an informal visit.

**Juno Supporter renewal requirements**

To renew Supporter status:

- Head of Department needs to confirm in writing to the Diversity Team that the department is still committed to the Juno process and is progressing work within their department. The letter should explain any factors that have impacted on how Juno is progressing since initially becoming a Supporter and the steps the department is taking to take the process forward. Steps could include, for example, attending a Juno workshop, requesting a site visit or seeking advice from a department that is further advanced on their Juno journey.
Juno Practitioner Renewals

A department’s Juno Practitioner status is valid for three years. After this time, departments will either be asked to renew their status or submit for Champion. Departments will be allowed one renewal at Practitioner level, after three years, with the expectation that they will submit for Champion before this renewal expires (i.e. within six years of becoming a Practitioner). Practitioner status can normally only be renewed once. Therefore, if a department is still not in a position to submit for Champion after one renewal they will be given Supporter status for three years and will need to follow the Juno process again. In exceptional circumstances, a case can be made for a second Practitioner renewal. This would require an explanation of the factors that have resulted in the department not being ready to submit for Champion at the present time, as well as provide evidence that the Principle 1 continues to be met.

In the event that the Panel does not judge a department to have achieved Practitioner renewal, the department will be given a further year to resubmit for their renewal and, in that time, will have a site visit by a member of the Panel and the Diversity Team.

Departments are expected to promote their Practitioner award, within the department, their university and nationally. They are also expected to engage with the Juno programme as a Practitioner by attending Juno workshops, discussing progress with the Diversity Team contributing to workshops, sharing good practice and providing case studies for use on the web.

Juno Practitioner renewal requirements

To renew Practitioner status the following paperwork needs to be submitted by the specific application deadlines:

- A short summary (no more than two sides of A4) providing appropriate information about why they wish to renew, how they have promoted their Practitioner award, how this has enabled the department to make progress, whether they have progressed with other awards (eg Athena SWAN), etc. The summary should also provide evidence that the good practice under Principle 1 on which Practitioner status was awarded continues to be in place.

- An updated action plan, highlighting the progress that has been made since their original application, the success measures achieved and identifying any areas where progress has been stalled.
**Juno Champion Renewals**

A department’s Juno Champion status is renewed every three years unless they are awarded Athena SWAN Gold. At that point, the Athena Gold renewal process supersedes that of Champion renewal.

In the event that the Panel does not judge a department to have achieved Champion renewal, the department will be given a further year to resubmit for their renewal and, in that time, will have a site visit by a member of the Panel and the Diversity Team.

Champion Departments are expected to promote their Practitioner award, within the department, their university and nationally. They are also expected to engage with the Juno programme by attending Juno workshops, discussing progress with the Diversity Team, contributing to workshops, sharing good practice and providing case studies for use on the web. Advice and support for other Supporter and Practitioner departments at Supporter is also welcomed.

**Juno Champion renewal requirements**

To apply for your Champion renewal, we would ask that you:

- Submit documentation in advance that details your progress since your original successful Champion application and provide evidence that the good practice under all five Juno Principles on which Champion status was awarded continues to be in place.

- Deliver a short presentation to the Juno Assessment Panel highlighting the major achievements of your department since the Champion award was made.

**Documentation**

The following documentation should be submitted to the IOP Diversity Team in advance of the meeting by the specified deadline:

- A summary of the department (up to 500 words)

- A summary (up to 2000 words) providing details and data on progress since your original Champion award – highlighting your activities and successes that have had the most notable impacts and future priorities.

- An updated action plan, highlighting the progress that has been made since your original application, the success measures achieved and identifying any areas where progress has stalled, and reasons why.
You may wish to review the original feedback that you received from the Panel at the time of your Champion award, as the Panel may have requested that there were specific aspects of your activities that they would want to follow-up at the time of renewal.

The Juno Panel does not expect departments to duplicate work and effort. Therefore, if you are in the process of preparing a submission for Athena Gold, we would be happy to receive that submission as your documentation. We would ask that the Action Plan is aligned with the Juno principles so that it is specifically clear where the principles have been addressed; the Diversity Team can help you in this regard.

**Presentation to Panel**

We request that one or two representatives of your department, who have been involved in the Juno process in your department, should attend the Panel meeting on the specified date. The panel meetings usually take place in January and June each year.

The representatives should prepare a thirty-minute talk on the major achievements of your department and any areas that you have not progressed as much as you would like. The Panel will review your documentation and will submit written questions about your documentation in advance of the meeting, which we will ask you to address during your presentation. These questions will be with you at least two weeks before the meeting. There may be an additional question and answer session following your presentation.

The decision to award renewal status is usually taken at the panel meeting and will be communicated to the presenting university verbally by the end of the meeting.

If you would like any help or advice on the renewal process, please do not hesitate to contact the IOP diversity team.

Jennifer Dyer  
IOP Head of Diversity  
diversity@iop.org  
020 7470 4863

Angela Townsend  
IOP Diversity Coordinator  
diversity@iop.org  
020 7470 4842