


Applied Microbiology International

Foreword

Lucy Harper, AMI's Chief Executive keeps on top of the D&I landscape within the sector through AMI's membership of EDIS, by attending conferences and workshops hosted by like-minded organisations, such as the Daphne Jackson Trust, and having relevant discussions with other CEOs in the sector. This is further supported by her membership of the Association of Chief Executives of Voluntary Organisations (ACEVO), Memcom, and AMI's status as a strategic partner of the Royal Society of Biology (RSB) – all of whom have D&I at their core. Lucy is committed to ensuring D&I forms the heart of AMI, and as such continually works with the D&I team to review and improve AMI's processes and to ensure the team and trustees are provided with appropriate D&I training. This strategy is fully supported by AMI's senior leadership including its Chief Executive and Executive Committee.




Dr Lucy Harper
Chief Executive,
Applied Microbiology International

Introduction


AMI wants to be an organisation that actively encourages diversity within its membership and provides its members with a safe and inclusive community.

This strategy has been created to ensure this vision is – and remains – a reality for AMI. All of AMI's staff members have been involved in the strategy's creation and will be monitoring the progress towards our vision within their respective work areas. We want to have a flexible, adaptive approach that enables us to strive towards our aims continuously and so we commit to re-evaluating this strategy every year.

We recognize that our members are those experiencing the effects of our D&I efforts. As such, we acknowledge that you have the most valuable insight into whether our vision is being achieved, and how we can improve our efforts further. We therefore invite you to review and feedback on our strategy to ensure AMI's community – your community – is one you are proud to be a part of.



Dr Lucky Cullen
Policy, Public Affairs and Diversity
Manager



Daisy Neale
Policy & Diversity Officer

Aims

- 01** Develop a more diverse and inclusive community for all AMI staff and members
- 02** Achieve diversity across our governance and leadership structures making sure decisions are made in an inclusive way
- 03** Engage with our members in ways that are both inclusive and accessible



Leadership and Governance

ALREADY GOING WELL:

- Reviewed & improved the process for electing and appointing AMI's trustees. This included adding D&I advocacy as one of the requirements in the role description, including an enhanced D&I statement of encouragement within role adverts to increase diversity of applications and making the application more accommodating to international applicants to ensure AMI's trustees represent our international membership. For elected trustees, AMI conducted an initial blind sift of applications by a randomly selected panel of individuals from across AMI's groups/committees.
- HR have fully supported the development of this strategy and committed to regularly reviewing AMI's D&I policies, ensuring we are aligned with similar organisations' who are at the forefront of championing D&I for their communities.

IMPROVEMENTS BEING MADE:

- AMI is undertaking D&I training for all trustees and AMI staff, particularly those involved in strategic decisions that affect our members e.g., grants and award recipients.
- AMI has added D&I into all new job/voluntary descriptions to ensure AMI trustees and staff uphold AMI's D&I ethos.
- AMI will actively cross-check any businesses it aligns / affiliates with to ensure their D&I ethos aligns with our own.

FUTURE CONSIDERATIONS:

- AMI is looking into how we can effectively benchmark whether our internal D&I initiatives are helping to reflect the diversity of AMI's and the wider STEM community.
- AMI is considering reviewing the process used for appointing Global Ambassadors.
- AMI will review the trustee role description and person specification to ensure that any unnecessary barriers which restrict the pool of applicants are removed.
- AMI is considering the appointment and selection process for Advisory Group members which will include provisions to support D&I.

Marketing and Communications

ALREADY GOING WELL:

- AMI's website and branding were developed last year to meet certain accessibility standards.

IMPROVEMENTS BEING MADE:

- AMI is developing a button for the website to easily enable members to note any accessibility issues they experience on our online resources or to submit any accessibility-related questions.
- AMI is reviewing the accessibility functions for all our comms outputs including social media posts.
- AMI is developing internal guidelines for handling anti-D&I behaviour that arises through our social media channels / outputs to ensure the community remains a safe space for all.

FUTURE CONSIDERATIONS:

- AMI is considering feasible options for making our more complex external outputs accessible.

Publishing

AMI JOURNALS

ALREADY GOING WELL:

- AMI has improved the recruitment process for editorial board members to reflect its D&I values, which has resulted in much more diverse boards.
- AMI will continue to monitor the diversity of board members to ensure appropriate geographical and career stage representation and gender balance.
- AMI has created a global mentoring scheme for early career scientists with 26 trainee editors starting a two-year programme this year.
- AMI is piloting free membership for authors.
- AMI is represented by our publisher on the Joint Commitment for action on inclusion and diversity in publishing and are now collecting anonymised author data.

IMPROVEMENTS BEING MADE:

- AMI is examining its editorial processes to see where we could reduce unconscious bias.

FUTURE CONSIDERATIONS:

- AMI is considering introducing unconscious bias training for all editorial staff.
- AMI is considering developing a D&I publishing strategy and guidelines for editors and reviewers language.

Events

ALREADY GOING WELL:

- AMI uses a code of conduct and inclusion statement – everyone who applies to an AMI event must agree to this before attending, to encourage considerate and inclusive behaviours.
- AMI has reviewed & improved the process of AMI's Awards event. This included expanding the collection of (voluntary) D&I data to include race as well as gender of nominees, expanding the selection panel to represent a wider range of individuals from across AMI's committees/ groups, further promoting self-nomination and making changes to ensure that awards relating to groups recognised all individuals involved, regardless of position.

IMPROVEMENTS BEING MADE:

- AMI is in the process of producing internal guidelines for planning its events to ensure they are inclusive. The newly published EDIS guidelines will be used as a baseline.

FUTURE CONSIDERATIONS:

- AMI is looking into how we can effectively benchmark our D&I events efforts, to ensure we stay at the forefront of D&I developments and enhancements.
- AMI is looking into specific D&I training relating to events for our event staff.

the **microbiologist**

ALREADY GOING WELL:

- The Microbiologist* launched its Global Section Editor opportunity, enlisting volunteers from across the globe to source content for each geographic region, to help diversify content and represent AMI's global membership.
- The Microbiologist* encourages and prioritises articles from across the globe, particularly articles from under-represented regions.

IMPROVEMENTS BEING MADE:

- AMI has started to incorporate more Microbiologist articles specifically focussed on D&I awareness dates e.g., South Asian heritage month, STEM returners and LGBTQ+ awareness days.

FUTURE CONSIDERATIONS:

- AMI is considering how it can reduce barriers for non-English speaking authors/contributors.
- AMI is considering evaluating the process used for accepting articles to *the Microbiologist* to ensure it is D&I considerate.

Summary

We hope this provides a clear and concise overview of AMI's current and future plans for improving the diversity and inclusivity of both its services and the organisation as a whole. This document covers the strategy areas that are most likely to affect our members – please note we are also working on improving several of our internal processes to ensure AMI has D&I at its centre. At AMI we will continue to review and update our D&I Strategy and commit to regularly sharing our progress with our members by providing yearly updates.

We welcome and encourage feedback and questions on any parts of this strategy – it is vitally important to us that our members are involved in its creation as you form the core of AMI. Together, we hope to build a community that you are proud to be a part of.

Any questions or feedback can be sent to diversity@appliedmicrobiology.org where your input will be treated with anonymity. We look forward to hearing what you have to say.

Membership

ALREADY GOING WELL:

- AMI has already established a baseline for diversity monitoring of its membership and is committed to creating an inclusive environment for all of our members across the globe.

IMPROVEMENTS BEING MADE:

- New data collection systems are under development which will be able to collect & securely store voluntary D&I data. This will help AMI monitor its membership diversity over time.
- AMI's grants process is currently under review to ensure both the application and selection process is fair and provides opportunities for all.
- We will respond to government consultations and produce policy statements highlighting recommendations and challenges faced by our members in the microbiology community.
- AMI will continue to review its membership pricing to ensure they fairly reflect global financial situations and are appropriate to individual global regions.

FUTURE CONSIDERATIONS:

- AMI is committed to developing a new data collection system to allow collection of 'personal interest' data to help identify prominent groups within our membership that we can support and provide tailored opportunities for e.g., 'LGBTQIA+ in STEM', 'women in STEM' etc.

**Applied
Microbiology
International**