

## **AFFIRMATIVE ACTION PLAN, EQUAL OPPORTUNITY POLICY**

### **AFFIRMATIVE ACTION PLAN**

#### **1 Structural implementation of equality, involved parties, duties and responsibilities**

##### **1.1 Principles of the ADK**

The ADK (Akademie für Darstellende Kunst Baden-Württemberg, Academy of Performing Arts Baden-Württemberg) practices a culture of open exchange of ideas and mutual respect. This respect, along with clear responsibilities, is required for an open learning and work environment, and contributes to a service-oriented approach to academic and professional goals. All members and associates of the ADK (instructors, administrators, students, as well as cooperating partners and freelancers) are urged to participate in the creation of a work and study environment that offers space for artistic development and is characterized by mutual toleration and appreciation.

The Academy celebrates the perceptible and subjective differences between all its members, and understands these differences as a valuable resource in the context of a sophisticated view of cultural diversity. The inclusion of non-German students, substantive gender equality through gender mainstreaming, and accessibility for people with disabilities are therefore integral parts of ADK policy on all levels: in studies, in instruction, and in administration. Discrimination of any kind, abuse of power, sexual harassment and violence are prohibited.

Innovative concepts for quality control and regular staff and instructor development are likewise important aspects of the quality management process to which all parts of the ADK are continually subject.

##### **1.2 Current status**

All legally guaranteed opportunities and services for persons with special circumstances are consistently provided during entrance examinations, as well as during studies (particularly during the examination process). These services and

opportunities are provided regardless of gender, sexual orientation, nationality, cultural heritage/religious affiliation, or disability.

Additionally, training events are held to prepare instructors/staff for these frameworks as fully as possible. In the case of an entrance examination for a deaf person, for example, a professional interpreter was provided and a suitable framework was ensured.

Within the accredited degree programs of the Academy, comprehensive counseling and advising services are likewise provided. Sabbaticals/semesters of leave are granted as generously as possible, so that studies can be prolonged as needed without negatively affecting the course of studies. In addition, students are permitted to deviate from the regular course of studies on a case-by-case basis in consultation with mentors/counselors. Regulations for the prevention or compensation of disadvantages are firmly enshrined in examination rules.

Applicants to the acting program are admitted with a view to parity between men and women. Currently, the student body consists of 48 % women and 52 % men overall, with one trans man, who chose to transition while at the Academy. As a matter of course, all instructors and students were informed, and the topic was addressed in a general assembly. The student was warmly received and supported by all involved.

***Students (current figures, listed by program and year)***

Directing:

Year 1: 2 Men, 2 Women

Year 2: 3 Men, 1 Woman

Year 3: 3 Men, 1 Woman

Year 4: 3 Men, 2 Women

Acting:

Year 1: 5 Men, 4 Women, 1 Transgender person

Year 2: 5 Men, 6 Women

Year 3: 6 Men, 6 Women

Year 4: 4 Men, 4 Women

Dramaturgy:

Year 1: 3 Men, 1 Woman

Year 2: 1 Man, 4 Women

Total: 35 Men, 31 Women, 1 Transgender person

***Instructors***

Professors (permanent employees, full-time): 2 Men 1 Woman

Professors (permanent employees, 75%): 1 Man

Program directors (freelance staff, Hon. Prof.): 1 Man 1 Woman

Mentors/Directing (freelance staff, Hon. Prof.): 2 Men 1 Woman

Mentors/Acting (freelance staff): 3 Men

Docents: 46 Men 30 Women

Total: 55 Men 33 Women

***Personnel/Administration***

Permanent employees, full-time	Men 1	Women 8
Permanent employees, part-time	Men 1	Women 1
Trainees	Men 1	Women 1
Fixed-term temporary employees	Men 2	Women 1

***IT and technology***

Permanent employees, full-time	Men 3	Women 1
Permanent employees, part-time	Men 1	Women 0
Trainees	Men 1	Women 0

**1.3 Goals and measures**

The Academy aims to achieve gender balance in all areas. To that end, hiring and enrollment procedures aim at parity, and half of all newly vacant posts in areas of under-representation are to be filled by women.

***Measures for increasing representation in technical departments***

The IT and technology departments are still areas in which women are noticeably under-represented. Measures for reducing this lack of representation are already in place. These include job postings in the relevant areas specifically inviting women to apply. When women with suitable qualifications apply, they are invited to an interview. Finally, in cases where other qualifications are equal, women are given hiring precedence over male applicants.

***Measures for increasing representation among instructors***

Leadership positions (mentors and program directors) are vacant only every four years, so that it remains difficult to increase women's representation over the short term. In hiring freelance staff, the Academy aims to continually increase the proportion of women. Job postings not only specifically invite women to apply, but also state that women are given hiring precedence over men with similar qualifications.

### ***Measures for improving work/family policy***

The ADK aims to structure its workplace environment in such a way that positions are attractive to women and men with family responsibilities, as well. Familial duties should not negatively affect the professional development of individuals. It is the Academy's goal to be valued and understood as a family-friendly employer. To that end, the Academy has instituted the following policies: Employees or instructors who are caring for children or other family members can apply for adjustments to daily/weekly work schedules or time-scales. Mothers and fathers, within the capacities of their contractual obligations, may not work more than 30 hrs./week during parental leave (if taking part-time leave). After parental leave (whether full-time or part-time leave), parents are encouraged to return to the Academy with a reduced number of working hours at first.

Family-friendly structure and a healthy work-life balance are important values for the Academy.

## **EQUAL OPPORTUNITY POLICY**

### **1 Introduction**

This equal opportunity policy is an integral part of the larger Affirmative Action Plan. The Academy aims to ensure that women fill at least half of the new job openings in areas where women are under-represented. To that end, the Academy has developed the measures and specifications given below. For some fields, under-representation of women is difficult or impossible to address in the short term, either because no fluctuation can be expected in the foreseeable future, or because there are insufficient women suitably qualified to fill the available positions. In these fields, goals will be adapted as appropriate.

### **2 Area of applicability**

Staff and personnel

The measures and specifications below apply to employees and trainees; students and faculty/instructors are exempt.

### **3 Employee statistics**

#### ***Administration***

Women currently make up 80 % of administrative staff.

Leadership positions: 3 Women    1 Man

#### ***Technology and IT***

Leadership position: 1 Man

As applicable, special measures for targeted support of women may be considered: Leadership training; professional development qualifying participants to fill more senior roles. The percentage of women trainees is also significant.

### **4 Occupational health management**

Occupational health management (OHM) measures aim to consider the different work/life situations of the employed women and men, including differences in sex and gender.

Once a week, the Academy offers a Feldenkrais course for its employees.

### **5 Measures supporting work/family/care compatibility; other personnel measures; reasons for leave**

In addition to the measures listed above, the Academy is supportive of concerns regarding the compatibility of work and family. Options include: flexible/adjusted work hours or availability at the Academy, maternity protection, parental leave, flexible return to work, early/partial retirement, working from home,

### **6 Equal Opportunities Officer**

The ADK will appoint one Equal Opportunities Officer each for staff and instructors, effective beginning with the 2018/2019 winter term. Additionally, an accredited psychologist/mediator will hold introductory and advanced seminars on conflict management, as well as coachings and individual consultations several times per year.

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