



YELLOW WINDOW

YELLOW WINDOW TRAINING SERVICES CATALOGUE FOR HIGHER EDUCATION INSTITUTIONS

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MEET YELLOW WINDOW

Yellow Window (YW) is a multi-disciplinary consultancy specialising in product, service and policy design, with considerable expertise in the fields of gender equality and social innovation. YW Team has extensive experience in designing research methodologies, collecting and analysing complex and comprehensive data, drafting thorough and accessible reports communicating the research findings, and translating them into concrete (policy) recommendations.

YW developed and implemented high-quality capacity-building programmes on gender equality in research, innovation and higher education as the scientific coordinator of the Gender Equality Academy project covering a wide range of topics. Additionally, YW has been a partner in five structural-change projects focused on designing and implementing Gender Equality Plans (GEECCO, SUPERA, Gearing-Roles, Gender-SMART, and AGRIGEP). Our track record includes developing tools and instruments that facilitate institutional change through gender mainstreaming.

YW has developed various toolkits to support policy implementation, such as the first version of the Gender Equality in Academia and Research (GEAR) tool for the European Institute for Gender Equality (EIGE) and the European Commission, the UniSAFE toolkit that aims to support higher education institutions and research organisations in addressing gender-based violence, and the toolkit on 'Gender in EU-funded Research'.

Furthermore, YW is a partner in the DiGiN project, which assists local governments in embracing and integrating Diversity, Equity and Inclusion (DEI) principles to create more inclusive, equitable and diverse communities. We also led participatory workshops for the RESISTIRE project, identifying the causes and mechanisms behind the social and economic impacts of the pandemic. YW has extensive experience in collaborating independently with academic and research institutions across Europe.

TRAINERS' PROFILES



Maxime Forest

Maxime is a senior consultant and trainer, and an academic with expertise in policy analysis and gender equality with a long experience of applied research in the fields of social sciences, and public policy design, implementation and evaluation.



Nathalie Wuiame

Nathalie is an independent expert with 30 years of experience in gender equality capacity building initiatives and legal opinions on gender discrimination. She is a member of the European Network of Legal Experts in Gender Equality and lecturer at Rennes 2 University on gender equality in the workplace.



Vasia Madesi

Vasia is a Gender Equality and Inclusion Consultant with expertise in policy design and gender mainstreaming. She specialises in advancing gender equality with an intersectional perspective through European projects, fostering inclusive policies and transformative change.



Panagiota Polykarpou

Panagiota is a Gender Equality and Inclusion Consultant with a background in business management and social innovation, specialising in supporting European Research and Innovation projects.

TRAINING PROGRAMMES OVERVIEW

At Yellow Window, we offer a comprehensive range of training programmes designed to support and enhance gender equality and inclusivity within academic and research institutions. Our programmes are tailored to address various aspects of institutional change, leadership, organisational culture, and the integration of sex and gender dimensions in research and innovation. Each training programme is developed by experts in the field and can be customised to meet the specific needs of your organisation or consortium.

DETAILED DESCRIPTIONS OF TRAINING PROGRAMMES

All training programmes listed in this catalogue can be customised to meet your specific needs. Additionally, we can develop new training topics upon request to address any unique requirements around the themes listed.

Contact information: If you are interested to learn more about specific topics or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Institutional change

Introduction to Gender Equality Plans

Description: This training provides an introduction to the core concepts of Gender Equality Plans (GEPs) and guides participants through its key stages. It aims to deepen understanding of gender-related challenges in the Research and Innovation (R&I) sector while highlighting the importance of fostering institutional change to advance gender equality.

Objectives:

- Raise awareness about the importance of institutional change for gender equality
- Know about the main EU policy frameworks and priorities to promote gender equality in research and innovation and by the new requirements introduced in Horizon Europe
- Sensitise about key problems at stake regarding gender in Research & Innovation
- Familiarise with the concept of a GEP and its main stages
- Familiarise with the GEAR tool and how to use it

Target audience:

- Human resources officers
- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Senior and middle managers

Duration: 1 hour and 45 minutes (online and in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Gender Equality Plans implementation focusing on CEE countries

Description: This training focuses on implementing Gender Equality Plans (GEPs) in the unique context of Central and Eastern European (CEE) countries. Participants will explore key gender equality challenges in research, familiarise themselves with the GEP framework, and learn strategies to drive institutional change. The course covers the prerequisites for success and essential factors in facilitating structural change within research and higher education institutions.

Objectives:

- Understand the main issues at stake regarding gender equality in research in the context of CEE countries
- Familiarise with the concept of a GEP and its main stages
- Gain awareness about what one can do to facilitate change within their own organisation
- Learn about prerequisites and key success factors in structural change processes

Target audience:

- Human resources officers working in research and HE institutions in CEE countries
- Gender equality officers/focal points/equality and diversity officers working in research and HE institutions in CEE countries
- Gender Equality Plan team members working in research and HE institutions in CEE countries
- Middle managers working in research and HE institutions in CEE countries
- GE researchers and officials in universities and research institutes in CEE countries
- Research managers involved in change management processes towards GE and working in research and HE institutions in CEE countries
- Gender Equality activists/promoters located in CEE countries

Duration: 1 day (6 hours; online and in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Participatory and co-creation techniques to support institutional change for gender equality

Description: This training introduces participatory and co-creation techniques designed to support the institutional change process. Participants will gain practical insights into facilitating gender equality initiatives and learn how to implement collaborative methods to drive institutional transformation.

Objectives:

- Introduce participatory and co-creation techniques and the different dimensions of the facilitation of change processes towards GE
- Build skills to facilitate institutional change in gender equality through participatory methods
- Engage in practical, real-life exercises to select and implement participatory techniques to facilitate change processes
- Perform a mapping of skills needed to facilitate processes of change

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents
- Other stakeholders directly involved in driving institutional change

Duration: This training can be offered in minimum 1 day (6 hours) to 2 days (online and in-person). A shorter version with modified objectives is also available.

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Engaging men in gender equality work

Description: This training focuses on the critical role men play in advancing gender equality in higher education and research institutions. Participants will explore strategies to actively engage men in gender equality initiatives, understand the benefits of inclusive involvement, and learn how to foster meaningful collaborations to create lasting institutional change.

Objectives:

- Raise awareness of the importance of male engagement in gender equality efforts
- Provide practical tools and strategies for engaging men in gender equality initiatives
- Highlight the benefits of fostering partnerships between men and women in advancing institutional change
- Equip participants with the skills needed to initiate and sustain inclusive gender equality interventions

Target audience:

- Men involved/interested in gender equality
- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents
- Other stakeholders directly involved in driving institutional change

Duration: 3 hours in-person; 2 hours online

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Methods for monitoring and evaluating institutional change

Description: This training provides participants with essential tools and methods for effectively monitoring and evaluating institutional change efforts, with a focus on Gender Equality Plans (GEPs). Participants will gain a deeper understanding of the importance of monitoring and evaluation in ensuring the success and sustainability of GEPs, while exploring practical methods for applying these concepts in their own institutions. The course will cover key elements such as program theory, objective setting, logic models, and strategies for self-monitoring to overcome resistance.

Objectives:

- Raise awareness about the importance of monitoring and evaluation for successful GEP design and implementation
- Provide definitions (coverage, purpose) of monitoring and evaluation
- Provide an overview of the methods available for sustainable monitoring and evaluation and examples of their applications
- Introduce the notions of program theory and setting objectives
- Introduce the basic elements for developing logic models for evaluating gender equality measures
- Enhance self-reflection and capacity for self-monitoring with focus on resistances

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents

Duration: 7.5 hours (within 2 days for in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Leadership and decision-making procedures

Overcoming resistances: Addressing challenges to gender equality in leadership and decision-making

Description: This training focuses on equipping participants with the knowledge and tools to effectively navigate and address resistance to gender equality, particularly faced from the leadership. Participants will explore different forms of resistance, build confidence in handling challenges, and develop practical strategies to foster institutional change. The course provides analytical tools and real-world examples to empower participants in overcoming obstacles to gender equality within their organisations.

Objectives:

- Explore and reflect on the different forms and categories of resistances
- Build confidence in facing and managing resistances
- Develop practical tools and strategies to address resistances within institutions
- Equip participants with analytical tools to effectively overcome challenges in advancing gender equality

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents

Duration: 7.5 hours (within 2 days for in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Empowering women in leadership: Skills and strategies for aspiring and current leaders

Description: This training is designed to empower women who aspire to leadership roles or are already in leadership positions. The course offers practical tools and strategies to navigate leadership challenges, enhance decision-making, and foster inclusive leadership practices. Participants will engage in self-reflection, develop key leadership competencies, and build the confidence to lead effectively in diverse organisational environments.

Objectives:

- Build leadership skills tailored to the unique challenges faced by women in leadership roles
- Enhance decision-making and communication skills
- Foster inclusive leadership practices that promote diversity and equity
- Encourage self-reflection to identify personal leadership styles and areas for growth
- Equip participants with tools to overcome gender-based barriers and biases in the workplace
- Develop strategies for navigating power dynamics and building influence in leadership settings

Target audience:

- Women aspiring to leadership roles (either in academic or administrative positions)
- Women currently in leadership positions (either in academic or administrative positions)
- Women seeking to strengthen their leadership presence (either in academic or administrative positions)

Duration: 6-7 hours (within 2 days for in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Navigating feminist leadership: Overcoming challenges in higher education

Description: This training explores the unique challenges of feminist leadership within higher education institutions. Participants will engage in discussions about the complexities of driving gender equality initiatives in organisational environments, reflecting on the experiences of senior leaders in this space. The course emphasises the dilemmas, negotiation processes, and struggles that feminist leaders often face, equipping participants with the tools to navigate these challenges and advocate for transformative change in their institutions.

Objectives:

- Share the lived experiences of senior leaders working to advance gender equality
- Reflect on the challenges, dilemmas, and complexities of feminist leadership in higher education
- Raise awareness about negotiation processes, compromises, and struggles of interest in complex organisations
- Equip participants with strategies to address power dynamics and push for institutional change

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents
- Feminist leaders
- Senior and middle managers

Duration: 1.5 hours (in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Organisational culture

A gender-sensitive approach to work-life balance in academic institutional cultures

Description: This training focuses on addressing work-life balance through a gender-sensitive lens within academic institutions. Participants will explore how gender inequality intersects with institutional cultures, learn about Gendered Organisations Theory, and discuss practical interventions and policies to improve work-life balance. The course also equips participants to recognise and overcome resistance to these changes within academic environments.

Objectives:

- Raise awareness of the relationship between gender equality and work-life balance in academia
- Introduce participants to Gendered Organisations Theory and its relevance to institutional change
- Discuss potential policies and interventions to promote a more balanced and inclusive academic culture
- Equip participants to anticipate and address resistance to gender-sensitive work-life balance initiatives within academic settings

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents
- Human resources officers
- Senior and middle managers

Duration: 4 hours in-person; 3 hours online

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Gender bias in recruitment, promotion and career management

Description: This training explores the persistent gender biases in recruitment, promotion, and career management within research and academic institutions. Participants will gain insights into the main imbalances in HR practices, such as vertical and horizontal segregation, the gender pay gap, and international mobility challenges. The course focuses on uncovering unconscious bias in career advancement criteria and offers practical strategies to combat these biases, empowering participants to drive change within their institutions.

Objectives:

- Provide an overview of the main imbalances and bias in HR management in research and the academia (vertical and horizontal segregation, gender pay gap, international mobility)
- Raise awareness of unconscious biases in recruitment, promotion, and career development
- Challenge the assumption of gender-neutral criteria in career enhancement processes
- Share examples of effective measures to reduce biases, particularly those within participants' scope of action
- Build capacity for self-reflection and the improvement of HR management processes to promote gender equality and inclusion

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Change agents
- Human resources officers
- Senior and middle managers

Duration: 7 hours (online and in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Culture Bridging: Integrating Diversity, Equity, and Inclusion (DEI) Principles in Organisations

Description: This training explores how to bridge cultural differences while embedding Diversity, Equity, and Inclusion (DEI) principles in organisations. Participants will learn how to navigate cultural complexities, build inclusive environments, and implement DEI strategies that respect diverse perspectives. The course emphasises the importance of fostering a culture that aligns with DEI principles to support organisational transformation.

Objectives:

- Introduce participants to the concept of cultural bridging in the context of DEI
- Equip participants with practical tools to integrate DEI principles into their organisational culture
- Highlight the challenges and opportunities of aligning diverse cultural backgrounds with DEI goals
- Build strategies for overcoming cultural barriers to promote an inclusive and equitable environment
- Foster an understanding of the role of cultural sensitivity in implementing sustainable DEI initiatives

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- DEI officers
- Change agents
- Human resources officers
- Senior and middle managers
- Any staff member at any level

Duration: 6 hours (online and in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Fostering inclusive organisational cultures: Addressing intersectionality and micro-aggressions

Description: This training focuses on creating inclusive organisational cultures by addressing the concepts of intersectionality and micro-aggressions. Participants will explore how intersecting identities shape experiences in the workplace and learn how to identify and address micro-aggressions that undermine inclusivity. The course provides practical tools to foster a more equitable and respectful environment, ensuring that all employees feel valued and supported.

Objectives:

- Introduce the concept of intersectionality and its impact on workplace experiences
- Raise awareness about micro-aggressions and their effects on marginalised groups
- Provide strategies for recognising and addressing micro-aggressions in daily interactions
- Equip participants with tools to foster a truly inclusive and equitable organisational culture
- Promote self-reflection on personal biases and behaviors that may contribute to micro-aggressions

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- DEI officers
- Change agents
- Human resources officers
- Senior and middle managers
- Any staff member at any level

Duration: 4-5 hours (in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Sex and gender dimension

The following topics can be adjusted to a specific field, such as Sex and Gender in Research: Health and Medicine / Robotics / Mobility.

Integrating the sex and gender dimension in research and innovation

Description: This training focuses on the importance of integrating sex and gender dimensions into research and innovation processes. Participants will gain foundational knowledge of sex and gender concepts and learn why these dimensions are crucial for designing more inclusive and gender-sensitive research projects. The course highlights practical approaches to incorporating gender mainstreaming into research and innovation, equipping participants with tools to ensure their work addresses the diverse needs and experiences of different genders.

Objectives:

- Introduce basic concepts and definitions of sex and gender integration in research and innovation
- Provide an overview of how sex and gender dimensions affect research outcomes
- Highlight the importance of incorporating the gender dimension into research projects and designing more gender sensitive projects
- Equip participants with a deeper understanding of gender mainstreaming and its relevance to research

Target audience:

- Researchers at universities and private companies
- Research coordinators at RPOs and RFOs
- Research officers/research advisors/people in charge of supporting research projects
- Professionals responsible for the valorization and dissemination of research outputs
- Officers in research and transfer support units at universities

Duration: 7-8 hours (online/in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Integrating the sex and gender dimension in teaching practices

Description: This training focuses on addressing gender bias in teaching, knowledge production, and knowledge transfer. Participants will explore how gender dynamics affect teaching methods, classroom interactions, and evaluation processes. The course encourages self-reflection to help educators identify and tackle gender biases in their teaching, ensuring more inclusive and equitable learning environments. Practical strategies for integrating gender-sensitive approaches into teaching materials, examples, and communication are provided.

Objectives:

- Introduce and critically examine gender bias in the production and transfer of knowledge
- Enhance self-reflection to identify and address gender biases in teaching methods, content, and evaluation
- Raise awareness of the importance of incorporating gender sensitivity in teaching methods and classroom interactions, including materials, examples, and communication practices

Target audience:

- Educators and academic staff
- Teaching assistants
- Curriculum developers and education policymakers.
- Researchers

Duration: 4 hours (in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Gender-based violence

Setting up and implementing institutional policies to address gender-based violence in academia (UniSAFE)

Description: The aim of this training is to provide participants with a comprehensive understanding of gender-based violence and its impact on academic environments and demonstrate the prevalence of gender-based violence in the research field and highlight its specific characteristics. This session aims to introduce the 7P model of UniSAFE and to share successful practices that have been implemented by European research-performing organisations in establishing and executing institutional policies and practices addressing the issue.

Objectives:

- Gain a common understanding of concepts related to gender-based violence and understand its impact in academia
- Demonstrate the existence of this phenomenon in the research field and in the broader specificities of academia and highlight its specifics
- Present the 7 Ps model of UniSAFE (Prevalence, Prevention, Protection, Prosecution, Provision of services, Partnerships and Policies) which represents a holistic approach to address gender-based violence in higher education institutions and research organisations
- Share inspiring practices for setting up and implementing institutional policies to address gender-based violence in academia adopted by European and Member States higher education institutions and research organisations within the framework of the 7 Ps

Target audience:

- Gender equality officers/focal points/equality and diversity officers
- Human Resources officers
- Ombudspersons
- Gender Equality Plan team members
- Health and safety officers
- Heads of Department/Unit in charge or involved in gender-based violence.

Duration: 6 hours (online/in-person)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to gender@yellowwindow.com

Active bystander intervention training (UniSAFE)

Description: The training on active bystander intervention aims to educate institution members (staff and students) on gender-based violence and provide them with the necessary skills to recognise and intervene in risky and inappropriate situations. The programme includes interactive exercises, examples of the gender-based violence continuum, role-playing and discussions on identifying risk and inappropriate situations and making safe interventions.

Objectives: This training aims to help participants gain the knowledge, skills and tools needed to recognise and respond to gender-based violence. The participant by the end of the training will:

- Be able to articulate the forms of gender-based violence
- Understand bystander's responsibility and effect
- Foster awareness in identifying situations where bystander intervention may be appropriate
- Learn about the 5D intervention model, designed by Right to Be

Target audience:

- Administrative staff
- Faculty members
- Researchers and students of higher education institutions and research organisations
- Anyone in the academic and research community who wish to be empowered as active bystanders and take preventive actions against gender-based violence by intervening in potentially harmful situations

Duration: 3 hours (in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

Setting up awareness-raising campaigns on gender-based violence (UniSAFE)

Description: This training offers a practical, step-by-step approach to developing awareness-raising campaigns on gender-based violence (GBV) within universities and research organisations. Drawing on examples from successful campaigns, such as the “Poster Campaign to Raise Awareness about Sexual Harassment” from the University of Namur, “Ask for Angela” by Leeds Beckett University, and “DON’T TURN A BLIND EYE” from the University of Geneva, participants will learn how to replicate and customize these campaigns to fit their institutional needs. The session will equip participants with the tools and materials necessary to launch impactful GBV awareness initiatives.

Objectives:

- Provide a clear, step-by-step guide to developing awareness-raising campaigns on gender-based violence
- Share inspiring practices from universities and research organisations that have successfully implemented GBV campaigns
- Equip participants with the knowledge and tools to replicate and customise the “Poster Campaign” developed by the University of Namur
- Encourage participants to initiate and sustain impactful awareness-raising campaigns within their institutions

Target audience:

- Communication officers,
- Gender equality officers/focal points/equality and diversity officers
- Gender Equality Plan team members
- Any personnel interested in developing or enhancing awareness-raising campaigns on gender-based violence

Duration: 1.5 - 2 hours (in-person and online)

Contact information: If you are interested to learn more about this specific topic or request to further customise themes based on your needs, reach out to [**gender@yellowwindow.com**](mailto:gender@yellowwindow.com)

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