Guide for interviews with Female Academics

Personal Background
[Note gender down, age, ethnicity/nationality]
- **Can you tell me about your professional background?** (what kind of work experience and education and where?)
- **And what is your current position in this organisation?** [if unclear]
- Have you had previous leadership role(s) within academia? What was your experience? Would you like to have one in the future? [if appropriate]
- Can you tell me about how you were recruited by your current employer?
    - **How has your experience been with your recruitment and selection of your current employer?**
    - [Prompts: interview process, panel during interview, how was the process done, impressions]
    - **What elements influenced your decision to apply for your current position/at your current institution**? (e.g., way in which the call was formulated, channels utilised to advertise it etc.).
    - **Have other factors (e.g., reputation of gender equality) influenced your decision to join your current institution?**
    - Has this experience differed to other recruitment processes you have experienced?

Career Development
- **How has your career evolved during your time at [your institution], are there any key moments that you can describe?**
- **How do you perceive the current promotion policies at your institution?**
    - Are your promotion objectives clear?
    - Have you had difficulties achieving these objectives?
        - Did this change during Covid19?
        - Have these objectives been changed due to Covid-19?
- Do you feel that your work has been supported and recognized?
    - If so, how?
- Are there ways in which you feel you have not been supported?
- Do you think that the current promotion objectives a gender sensitive or that they are more difficult for women to meet?

Career barriers
- **Do you feel that any practices, organisational culture, etc. have hindered your career?**
- **Have you observed any practices or organisational structures which have hindered other female colleagues' career?**
- **Have you experienced any career barriers** in your organisation, if you compare them with other universities/institutions in your current country?

Gendered experience
- In your view, did gender affect your early career aspirations, experiences, or plans?
- Does it affect your current experience of working or workload?
- What is it like to be a woman working in your field in this institution?
- How, if at all, do you think gender might play a role in your future career?

- Do you have any mentors or colleagues helping you with your career?

Skills
- **Which skills have helped you to come as far as you have come?**
- **Which skills do you have and/or need to progress in your career?**
- **Have you received support from your institution in developing your skills?**

Perception of institution [if not mentioned previously]
- **Do you think that your organisational culture supports gender equality? And if yes, how? And if no, why not?**
  - **Is the organisational culture gender sensitive?**
- **How do you perceive your employer in comparison to other universities in your country, national situation?**
- **Do you think that women in leadership position are perceived differently than men in your organisation? If yes, how?**
  - Are there **attitudes** different toward men and women in leadership positions?

Gender equality policies
- **What is your background and knowledge about gender equality?**
  - **Did you have any trainings about in gender equality and unconscious bias?**
- **Do you think diversity/gender equality is relevant for your school?**
- **Can you tell me about your policies and enacted practices within your current organisation supporting gender equality and a more inclusive environment?**
  - **What do you think of these?**
  - Do you support these policies and practices?
  - What were you experience on the impact on this "break" in your career, struggles to achieve the objectives, etc.?
- **Are there any career supporting programs within your organisation or your university is part of? (e.g., achieving desired level of seniority)** [if not mentioned already]
- **Are there any organizational structures and practices support or hinder increased gender equality?**
- **Who are the main drivers for gender equality in the organisation?**
- **Do you think that these practices have actually an impact on practices or change in practice?**
- **Did you notice any institutional resistance to promoting gender equality in the organisations? If so, can you tell me more about it.**
  - Can you recall any form of resistance to gender equality policies/ measures from mangers, employees and leadership?
- How do you perceive the work-life balance and a career in academia?
  - (in the case the person has children or dependent family members name that).

Work and Covid-19
- **How has Covid-19 affected your work?**
  - Did your scope of service duties change due to pandemic?
  - Did you or your colleagues contribute to initiatives related to Covid-19?
  - Was your research altered due to Covid-19 and if so how?
  - [if applicable] How did you and you partner distribute care responsibilities and did this change during lockdown?
  - Did you institution's policy change in any way e.g. regarding working time during lockdown?
  - Has your access to funding, conferences, etc. changed due to Covid-19? And if so how?
  - How did you experience the change to online teaching for your courses due to Covid-19?
- How has social distancing effected your support group/relations with your colleagues within and outside your institution?

Are there any additional comments you would like to make?

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