



We  
inform,  
support and  
accompany you ...

... to organise and make work responsibilities compatible with family and care duties. We are available for any questions and problems, and are also ready to act as a mediator.

### The IRS is committed to a family-conscious personnel management...

It is the stated aim of the management to ensure the compatibility of family and career, to make the IRS, as a job-creating institution, more attractive.

We are convinced that fair and family-friendly working conditions benefit all employees.



#### Equal Opportunities Officer

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Career  
and family

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## The following family-conscious personnel management measures are implemented at the IRS:

- **Certified as family-conscious:** The IRS has been certified as a family-conscious company with the audit workandfamily (audit berufundfamilie) since August 2015, and has used this strategic management tool to consistently align its human resource management with standards of compatibility between family and career.
- **Family conscious leadership:** The IRS commits to a family-conscious personnel policy that is firmly anchored at the management level. By providing continuous and qualitative education opportunities, it is continuously adapting to meet the needs of employees.
- **Flexible working hours and locations:** The IRS supports its employees in reconciling professional and family responsibilities (e.g. childcare, nursing) and, accordingly, has made the working hours and place of work highly flexible. This includes possibilities for remote working, the use of flex-time, or more flexible attendance.



- **RAST-Room**  
The RAST room (resting, working, playing, meeting; Ruhen, Arbeiten, Spielen, Treffen in German) integrates a work area (PC, WIFI), a spacious playground, and a resting/sleeping area. It enables employees to bring their children with them to work in case of childcare emergencies and to breastfeed, feed, and change babies and toddlers undisturbed. In addition, it can be used as a retreat for individual needs, such as short breaks, meditation, or for practicing religious-spiritual activities, as well as for small group meetings.
- **Family-friendly meeting times**  
Appointments for group sessions and meeting are conducted based on an agreement with director Prof. Dr. Oliver Ibert to be family friendly.
- **Family Day**  
The family members of employees have the opportunity to get to know the institute on a regular basis through open days and to get together in a convivial, family atmosphere.



- **With the help of checklists**  
the IRS has developed optimised processes around the implementation of planning and re-entry interviews connected to family-related leave (parental leave, care leave).  
  
The IRS encourages employees to keep in touch during the parental or maternity leave and supports individual time plans for qualification projects (PhDs, Post-Docs) during the time away as well as possibilities for flexible work hours and location.
- **Reconciling work and care**  
Das IRS informiert jährlich im Rahmen eines Pflorgetages zu diesem Themenbereich (bspw. zu Neuerungen im Pflegestärkungsgesetz) in Abhängigkeit von den konkreten Bedürfnissen der Beschäftigten.



The family-conscious personnel management of the IRS and the associated measures are continuously evaluated and carefully developed on this basis.