

MIR Team Values and Expectations

After a lot of thinking we have chosen to write a simple and light “code of conduct” to summarise our values and general expectations in the team. We review this once a year and if you are a new team member joining, please ask and challenge anything important that may be missing or unclear.

1. We seek to be transparent and collaborative team, prioritizing open communication and proactive collaboration through sharing pertinent information, providing support, and promoting constructive feedback.
2. If you ever find yourself facing a problem or a conflict, talk about it! First, if you feel comfortable, try talking directly to the person. It is often the easiest way to resolve issues. If that does not work out, the second options to talk with your direct supervisor in the team or to Martina, the team principal investigator (PI). We seek for team meetings and all supervision meetings to be confidential, safe, and non-judgmental spaces where everyone can feel at ease. If you feel none of the above has settled the problem, please refer to College guidelines: for example, you may have another supervisor to talk to or there will be other senior staff in the Division of Psychiatry / Department of Brain Sciences / HR that you can go to. There is always someone to talk to.
3. Everyone is encouraged to give time to others and receive it in return. For example: sharing code and scripts, sharing posters and slides templates, helping with mock testing or mock interviews, being trained and training in experimental procedures.
4. In person: the College expects 60% of the time your work for Imperial to be in person. In principle, everyone is expected to attend supervisions, team meetings, Journal Clubs and Division of Psychiatry talks in person. Everyone is also encouraged to be on campus when Martina is there (see team calendar).
5. Stay on time! We expect everyone to show up at a reasonable time. If you have any unforeseen events that make you to be more than 5 minutes late, please let the others know.
6. Keep your camera on! We expect cameras to be on during online/hybrid meetings. This makes the meeting as close to a face-to-face experience as possible and ensures that all participants are truly present. Please, let others know if this is not possible.
7. Sharing: we expect no gossiping about personal lives of lab members and being mindful when self-disclosing.
8. We always seek to be respectful, mindful and empathic with participants. Managing risk is paramount, if in doubt never hesitate to reach out to a clinician in the team or the Division.
9. Clean up your workspace and communal space! This is good for you and for maintaining good relationships.
10. Follow all safety procedures! Prioritizing safety is essential.
11. Treat equipment with respect! The equipment that helps you now will also assist others if well cared for.
12. Be responsible! We expect everyone to accept responsibility for their mistakes and we aim to hold each other to account.
13. We seek to look after our own and the team’s mental health. As a team, we support one another.
14. We strive to produce rigorous and high-quality science, and to keep learning.
15. As a team, we align our efforts and principles with the broader [institutional values of Imperial College London](#).