### We are here for you...

... we offer confidential counseling in accordance with the approaches of systemic consulting. Your concerns, your data, and the discussions we have are treated with confidentiality.

... we provide you with information about potential procedures and options regarding your individual concerns.

... we make time for you, look at your personal situation, and develop solutions or further steps together during the counseling session. We will not initiate any measures or take any action without your consent!

... we will put you in touch with the right internal and external specialists and contact persons, if necessary.

... we will support you throughout: your complaint must not cause you any disadvantages!



### Contact

Initial Point of Contact and Counseling Service University of Mannheim Department of Equal Opportunity and Social Diversity B6, 30-32, R 0.14 68159 Mannheim https://www.uni-mannheim.de/en/gender-equality-andequal-opportunity/

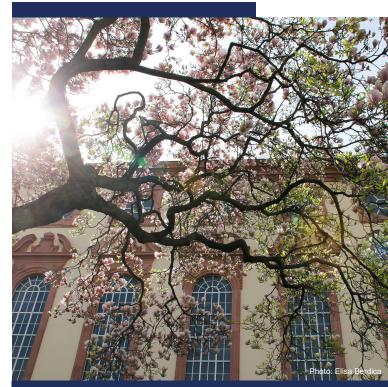
#### Contacts:

Ute Pfründer – Diplom Psychologist Phone: 0621-181-2529 E-mail: ute.pfruender@uni-mannheim.de Mon - Thu 9:00 a.m. - 2:00 p.m.

Alexandra Raquet – Head of the Department of Equal Opportunity and Social Diversity Systemic Consultant Phone: 0621-181-2526 E-mail: alexandra.raquet@uni-mannheim.de







## **Counseling Service**

Department of Equal Opportunity and Social Diversity

### Any problems or conflicts in your day-today university life?

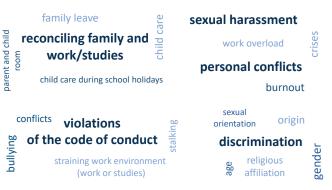


Or do you feel like everything is simply getting too much for you?

We all sometimes feel like there are things we cannot cope with on our own. A personal counseling session can be a first step to change your situation.

If you need support, we advise you and the people closest to you and provide you with helpful information with regard to your individual situation.

Please do not hesitate to consult us if you are concerned about any of the following topics:



### Other points of contact at the university...

... responsible for ensuring the observance of the Code of Conduct of the University of Mannheim:

- the Head of the Department of Equal Opportunity and Social Diversity
- the male contact person for cases of sexual harassment
- the Equal Opportunity Commissioner for non-academic staff members
- the Staff Council of the University of Mannheim
- the equal opportunity commissioners of the schools and of the university
- the respective ombudspersons
- the Representative for Employees with a Disability
- ... and following official channels superiors, lecturers, the Human Resources division, the President, and the Executive Vice President.

The last-named persons are bound to following the due process of law and must take action in their protective role. The other contact persons offer confidential advice.

Guidance for finding the right contact person:



# What to do in case of violations of the Code of Conduct?

1. **Set boundaries** by saying "NO!" (this includes verbal and/ or written rejections as well as clear body signals).

2. Document the incident as precisely as possible (time, place, etc.). Secure evidence and look for witnesses.

3. **Talk to a person of trust** and contact a counseling service and/or complaints office to find out what further steps to take.



For further services provided by the Department of Equal Opportunity and Social Diversity, please see:

