**JOB DESCRIPTION**

**and**

**PLAN FOR TRAINING AND SUPERVISION**

**PhD student**

Name of employee:

Institute/working group:

Department/research unit:

Effective as of:

1. Supervisor(s)

 Working group leader:

 PhD supervisor(s):

 Other supervisor(s):

2. Research

 Research objective:

 Design of research, as well as reporting method and timing of reports:

3. Training plan

 What expertise and skills must be acquired during the course this appointment:

 How is this to be implemented (first year - specific, subsequent years - general)?

 (Lecture course, symposia, traineeships, studying abroad and the like.):

 - *Dutch Welcome Course*

 - *NWO-I training course ‘Taking charge of your PhD project' for trainee research workers during their firstyear*

4. Supervision plan

 How often and in what way personal supervision is provided by working group leaders and/or other supervisors (at least once every two weeks)?

 (There will be an annual planning and evaluation interview.)

5. Other activities

 Size of task (maximum ten percent):

 Nature of the activities and the number of hours per activity:

6. Signed

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| --- | --- | --- | --- | --- |
| Name of party involved: |  | Date: |  | Signature: |
|  |  |  |  |  |
| Name(s) of responsible individual(s): |  | Date: |  | Signature: |
|  |  |  |  |  |
|  |  |  |  |  |
| Mr. E. (Liz) van Dijk-Schilt, Head P&O |  |  |  |  |
|  |  |  |  |  |

Forward to the NWO-I Office P&O after signing in triplicate.

The following apply to this plan:

1. Implementing Regulations 8 'Specific provisions for researchers in training (onderzoeker in opleiding, oio)'.

2. Collective labour agreement for research establishments, section 12.