



**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 first year*  
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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)?  
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.....  
.....  
(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

Name of party involved:

Date:

Signature:

.....

Name(s) of responsible individual(s):

Date:

Signature:

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Mr. E. (Liz) van Dijk-Schilt, Head P&O

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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.