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

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**
   Name of party involved:  Date:  Signature:
   Name(s) of responsible individual(s):  Date:  Signature:

   Mr. E. 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.**