**Development plan for postdoctoral research fellow *first name last name***

*Text in italic letters are guidelines and should be deleted once the plan is completed.*

The intention of a postdoctoral research fellow position is, according to national regulations, to qualify the candidates to senior academic positions. In order to ensure a correct use of these positions, and to strengthen career development for postdoctoral research fellows, it is mandatory to draw up and submit a development plan within the first 3 months of the employment period.

The development plan follows the requirements in «[Retningslinjene for utviklingsplan for postdoktorstillinger ved Det matematisk-naturvitenskapelige fakultet](https://wiki.uib.no/matnat/images/a/a2/Retningslinjer_for_utviklingsplan_for_Postdoktorstillinger_ved_MN_fakultetet_UiB_-_10.05.-17.docx)», UiB, (and if relevant, the requirements from RCN as they are outlined in the document [“ Mandatory professional development plan for post-doctoral research fellows”](https://www.forskningsradet.no/siteassets/utlysninger/vedlegg-utlysninger/Development-plan-post-doctoral-research-fellows.docx)) and reflects the organization of the post doctor period and the experiences and qualifications which are to be expected from the post doctor during the employment period.

1. Project description for the research  
   *Planned scientific achievements (=objectives of the research project), planned achievements for scientific training (scientific skills). For externally financed positions (including RCN-funded projects), refer to the project description. The name of the project is given in the start-up form. The project description must be attached to the development plan.*
2. Teaching, supervision and other compulsory duties

*(To be evaluated in relation to the department’s needs versus the needs of the postdoctoral research fellow). Choose and specify (preferably several of) the elements below. Contact the administration in the department when planning teaching activities and to obtain information about other possible duties/tasks.*

* 1. Teaching, supervision or other work?
  2. Content, frequency and extent of teaching.
  3. Supervision ((co-)supervision of master and PhD students).
  4. Detailed plan for the compulsory work.
  5. The compulsory work comprises in total X per cent of the position*.*

1. Scientific supervision
   1. Responsible for the scientific supervision/guidance of the candidate: *first name, last name*
   2. Mentor: *first name, last name* *– someone with experience in evaluating applicants for senior academic positions*
2. Career plan
   1. *The candidate and his/her supervisor must develop a career plan in which the postdoctoral position is included*
   2. *Future career opportunities both inside and outside of academia need to be considered.*
3. Project management

*Planning/development and implementation of research projects (e.g. a work package in a project)*

1. Internationalization and network building

*Planned research stays abroad and other measures to increase national and international networks (attending conferences, hosting guest scientists, etc.)*

1. Project proposal preparation *(may be addressed at a later date)*

P*articipation in future project proposals and the possibility of developing own research ideas?*

1. Project reporting (*can also include financial management of research projects*)

*How to build competence in this area*?

1. Appraisal interview ([template](https://cp.compendia.no/universitetet-i-bergen/lederhandbok/70154#openstep=70159) (available in Norwegian only)).
   1. Responsible for implementing appraisal interviews with the post doctor: first name, last name
   2. Frequency (at least once per year):
   3. *Employee appraisal interviews will include monitoring the progress of the post doctor’s development plan, as well as discussing future career goals inside and outside academia (see 4 above).*
2. Publication
   1. Expected scientific publication
   2. «Author level»
   3. *Need course in writing?* *Expected scientific publications in relation to the scientific achievements, expected timing, suggestion for relevant publication channels etc.*
3. Communication / dissemination
   1. *Planned measures to communicate research and its results to the interested public (newspaper articles, contributions to “Climate Snack”, contributions to events such as open science days like “forskningsdagene…”).*
   2. *Training in presentation techniques, communications, etc.*
4. Leadership and innovation
   1. *Participation in boards and committees – scientific and administrative leadership*
   2. *Organizing scientific conferences/seminars*
   3. *Will the scientific work lead to innovation and attract interest beyond the actual project work?*
5. Progress plan

*Can be provided in form of a Gantt Chart, including the major elements of the development plan over the entire post doctor period. See example:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | *Year 1* | *Year 2* | *Year 3* | *Year 4* |
|  |  |  |  |  |
| *Field work* | *xxx* | *Xxxx* |  |  |
| *Teaching* |  |  | *xxxx* |  |
| *Research abroad* |  | *Xxxxx* |  |  |
| *Publications* |  | *x* | *x* | *x* |
| *Appraisal interviews* | *x* | *X* | *x* | *x* |

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| **Postdoctoral research fellow (date, signature):** |
| **Supervisor (date, signature):** |
| **Approved by Head of department (date, signature):** |