

PERSONAL DEVELOPMENT PLAN

for Postdocs

The personal development plan for postdocs serves to ensure transparency right from the very beginning both in the planning of key scientific responsibilities and in the career planning of postdocs. It also provides a basis for the agreement of appropriate development activities and can be used to regularly check on their implementation progress. The personal development plan should therefore be viewed as a progressive document that can be amended or added to throughout a postdoc's entire period of employment. Everything that is recorded in the document remains confidential between postdocs and their superiors unless agreed otherwise by both parties.

The formulation and updating of the personal development plan can take place during an annual discussion, for example the annual personnel talk, between postdocs and their superiors. The annual personnel talk is the Jülich form of structured staff assessment. Removed from any specific issues concerning day-to-day work, senior staff and the members of their team are able to exchange views in a confidential discussion regarding their cooperation as well as the current and future work situation. This exchange serves to improve cooperation and create an atmosphere of understanding and respect among colleagues.

Surname, first name(s):

Organizational unit (OU):

Senior staff member:

Period:

Key scientific responsibilities upon starting work as a postdoc at Forschungszentrum Jülich	Planning period
Objectives brief description:	
Content and conditions brief description:	
Qualification requirements brief description:	

Development goals upon starting work as a postdoc at Forschungszentrum Jülich	Planning period
<i>Development of scientific expertise</i> brief description:	
<i>Career prospects</i> brief description:	
<i>Responsibility for projects</i> brief description:	
<i>Managing and supervising employees</i> brief description:	
<i>Other</i> brief description:	

Development activities to help in achieving the development objectives listed above	To be implemented by
<p><i>On-the-job training</i> brief description of the activity:</p> <p>How it helps in achieving development objective(s):</p>	
<p><i>External research stay</i> brief description:</p> <p>How it helps in achieving development objective(s):</p>	
<p><i>Consultation of career counselling services</i> brief description:</p> <p>How it helps in achieving development objective(s):</p>	

Further training (see appendix Training Package for Postdocs)

brief description:

How it helps in achieving development objective(s):

Other

brief description:

How it helps in achieving development objective(s):

APPENDIX

Information for Postdocs on Training Courses at Forschungszentrum Jülich

In the annual training programme you will find a wide range of specific training courses, many of which are of particular interest for postdocs.

Link to the training programme: <http://intranet.fz-juelich.de/gp/EN/EnglishTrainings>

In addition to a general overview, you will also find a Training Package for Postdocs in the training programme which has been tailored to the requirements of postdocs. If you attend a certain number of the courses from this package you will be presented with a special certificate that could prove beneficial when making future job applications.

If you are unable to find a suitable course for your requirements in the training programme, please contact Human Resource Development and Recruiting (P-E). The contact details are available on P-E's intranet page.