**Target agreement for postdocs and supervisors**

This target agreement provides an overview of possible points to be discussed between postdoctoral researcher (postdoc) and their supervisor at the beginning of the work contract, ideally before the contract is signed and latest within the first two months of employment.

The aim of this document is to ensure an attractive and productive working environment for both parties, and to achieve a mutual agreement with regard to the rights and duties of the postdoc and the supervisor. The document should be individualized accordingly.

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| --- | --- |
| Name of postdoctoral researcher: | Name of supervisor: |
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| --- |
| Name of Mentor (if applicable): |
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**Current contract duration**

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| --- | --- |
| Start of contract:  | End of contract: |

**Research project(s) of the postdoc and /or where the postdoc will be involved:**

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**What does a successful postdoc look like for me? What are my expectations for the postdoc phase?**

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| View of the postdoc | View of the supervisor |
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**Professional Future**

Description of envisaged professional future (all career paths should be considered on equal footing).

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**Qualification steps / milestones to reach the career goal mentioned above**

The milestones are suggestions only and key points should be adapted individually. This table will/should be subject to continuous development and exchange and content will expand only over time. Updates to the existing milestones are very likely and should be considered flexibly by all parties involved.

|  |  |  |
| --- | --- | --- |
| **Milestones**  | **Detailed description of planned activities** | **Envisioned time line** |
| Teaching experience |  |  |
| Experience in personnel management |  |  |
| Acquisition of third-party funding |  |  |
| Training in key professional skills |  |  |
| Mobility (e.g.research stays at home and abroad) |  |  |
| Conferences |  |  |
| Administrative responsibilities |  |  |
| Honours and awards |  |  |
| … |  |  |
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**Personal research goals**

(e.g. publications, conference presentations, collaborations, networking etc.)

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**Resources**

available to the Postdoc provided by the supervisor/institute (e.g. data, equipment, lab and office space, budget for experiments, budget for conference travelling, student assistant hours etc.)

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**Organizational matters and responsibilities**

(duties within the working group/institute etc.)

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| Date for next feedback meeting: |  |

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| --- | --- |
| Date of Agreement:  |  |
| Signature postdoc | Signature supervisor |
|  |  |
|  |  |
| Signature of mentor |  |

**Each party should obtain a copy of the signed document.**