

OIO training and supervision plan

1. Aim of the appointment	
<p>Research training aims at further academic training of the person to be appointed, if possible resulting in a doctoral thesis. To this aim Erasmus MC commits itself to employ the research trainee (OIO) for four years as a rule and to provide training and guidance within the framework of a program defined (by the department) in advance. The OIO commits himself/herself to perform the duties assigned to him/her and to meet the obligations resulting from these. Performance during the first year will be assessed after six and after nine months with a view on the potential of reaching the intended goal. A negative result may be occasion to terminate the appointment by Erasmus MC.</p>	
2. Global description of duties	
<p>The OIO in principle has three types of duties: research, training and teaching. Research and training activities together yearly account for at least 75% of the working hours:</p>	
Research(-title project proposal)	:
	:
Percentage	
Training (brief statement of proposed educational program)	:
	:
Percentage	
Teaching (brief statement of teaching to be provided)	:
	:
Percentage	
3. Obligations with regard to reporting and assessment of education	
<p>The OIO commits himself/herself to annually report compliance with the duties mentioned in article 2 and progress of (and any changes in) the research project and training program to his/her supervisor(s). The supervisor(s) may want to test and evaluate the education followed, the activities performed, as well as the teaching provided by the OIO.</p>	
Reporting (state requirements and submission dates)	:
Testing of training program (state test content and testing dates)	:
Evaluation of education (state requirements and evaluation dates)	:
4. Supervision	
<p>The promotor commits himself/herself to supervise the OIO. Supervision includes regular discussion of the research progress and other activities as well as making working arrangements. While remaining responsible, the promotor may delegate the supervision to a qualified staff member, the co-promotor, and a 2nd co-promotor, if applicable.</p>	
Name promotor	:
If applicable, name co-promotor/supervisor	:
If applicable, name 2 nd co-promotor/supervisor	:

5. Assessment

During the first year the supervisor(s) will assess the OIO's activities at four time points. Assessment is based on progress and results in this first year and will be formalized by the head of the department. The assessment will include evaluation of the potential to reach the proposed training goal. A negative conclusion may result in termination of the appointment.

Assessor _____ :

Dates of assessments

- after 3 months:
- after 6 months:
- after 9 months:
- after 12 months:

6. Adjustment of training- and supervision plan

Adjustment of the training- and supervision plan takes places after the first year, and if necessary from year to year, and will be effective for the duration of the appointment. The nature of adjustments is described in the appendices to this form, to be signed by the head of the department, the promotor and supervisor(s) and the OIO.

At the conclusion of the appointment the OIO will receive a certificate from the department in question (stating the educational program followed; the performed research; and publications, if any).

7. Signatures

Function	Name	Signature
Promotor		
If applicable, co-promotor/supervisor		
If applicable, 2 nd co-promotor/supervisor		
Head of the department		
OIO (signed for approval)		3