

Template for Career Development Plan

ARCADES European Network

December 7, 2015

Each candidate must complete this Template Career Development Plan in order to get the ARCADES Certificate. Before the contract, the candidate and his/her advisor will fill out Sections 1, 2 and 3. Then the document will be validated by the Educational Committee.

Once the contract started, this career plan will be updated every 12 months by the candidate and his/her advisor. It will be evaluated by the Educational Committee in each project year, including constructive criticism and suggestions for improvement. Major deviations from the plan should be reported to the Educational Committee.

1 The Ph.D. project

1.1 Host Institution

To be completed before the contract

1.2 Responsible person at the main host institution (PhD advisor)

To be completed before the contract

1.3 Short overall project description

To be completed before the contract

1.4 Mentor

To be completed before the contract

A *mentor* is a third contact person from another (typically industrial) partner who should advise the fellow without being a direct supervisor, for the student to get additional career counselling, turn to in case of not necessarily scientific problems, and general guidance. The mentor typically does not belong to the student's supervisory committee.

2 Secondment 1

2.1 Host partner and duration

To be completed before the contract

2.2 Responsible person at the secondment partner

To be completed before the contract

2.3 Short description of purpose and content of the secondment

To be completed before the contract

3 Secondment 2

3.1 Host partner and duration

To be completed before the contract

3.2 Responsible person at the secondment partner

To be completed before the contract

3.3 Short description of purpose and content of the secondment

To be completed before the contract

4 Training courses

To be completed regularly during the PhD studies

4.1 Scientific training courses

4.2 Software training

4.3 Complementary training courses

5 Mobility and dissemination

To be completed regularly during the PhD studies

5.1 Presentations at Conferences/Workshops

5.2 Presentations in the Network (locally and at network events)

5.3 Visits (possibly outside the consortium)

6 Output

To be completed regularly during the PhD studies

6.1 Publications (ongoing, submitted, accepted, published)

6.2 Software development

6.3 Technology transfer

6.4 Other

7 Certificate

The candidate is encouraged to participate to all the ARCADES network events. Nevertheless, in order for the candidate to receive the ARCADES Certificate after completion of the PhD degree, only the following must be completed:

1. The two secondments must have been completed.
2. The candidate should have at least three activities reported in 4.1, of which two in events organized by ARCADES.
3. The candidate should have at least one activity organized by ARCADES reported in 4.2 and at least two activities organized by ARCADES reported in 4.3.
4. The candidate should have given at least 2 presentations (talks or posters), reported in 5.1 and/or 5.2, of which at least one in an event organized by ARCADES and the other one in an event outside the ARCADES network.