

# Successful Supervision

## A Dialogue Facilitator

to promote trusting collaboration  
that contributes to the development  
of those involved

to help develop the maturity  
for personal responsibility

to clarify expectations, roles  
and realistic plans



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The Dialogue Facilitator, is intended an aid for use throughout postgraduate education. Initially it can be used to raise issues and generate talks and discussions that both question and clarify the roles, expectations, internal and external motivations of both parties. Over time - as the studies progress - these roles and expectations will develop and change. The Dialogue Facilitator can smooth the way and explain the new situation and anticipate unspoken expectations, needs and circumstances. Many of the points of discussion in this brochure will be of varying relevance at different stages of your postgraduate education.

The discussion points reflect many of the topics and thoughts that often arise for both PhD student and supervisor at various stages of their collaboration. The brochure is based on ideas and needs expressed by both new and experienced supervisors at the supervisors courses run by the Board of Postgraduate Education (Styrelsen för forskarutbildningen) since 1999.

The brochure was also critically reviewed by the supervisors who attended the 2003/04 course.

The aims of "Successful Supervision" are:

- to promote trusting collaboration that contributes to the development of those involved
- to help develop the maturity for personal responsibility
- to clarify expectations, roles and realistic plans

### **To find a person**

If one is truly to succeed in leading a person to a specific place one must first and foremost take care to find him where he is and begin there.

*(Søren Kierkegaard)*

## Mental preparation

PhD Student	Supervisor
- What do I want to achieve with my PhD studies?	- What do I want to offer to the PhD student?
- What is required of me in order to achieve my goal? - How do I find the right supervisor?	- What do I need from the PhD students in order to provide what is necessary - How do I find the right PhD student?
My strengths and weaknesses	My strengths and weaknesses
Collaboration / Individual work	Collaboration / Individual work
Autonomous / Non-autonomous	Autonomous / Non-autonomous
Role / position, e.g. - from clinician to PhD student - from laboratory assistant to PhD student	Role / position, e.g. - supervising an established colleague - supervising another profession
Dealing with difference. Supervision by: - a female/a male - by the same or the opposite sex - by a person from another culture - by a person of another religion	Dealing with difference. Supervising: - a female/a male - a person of the same or the opposite sex - a person from another culture - a person of another religion
Private life / accessibility	Private life / accessibility

## Notes

## Myself as a person

PhD Student	Supervisor
Working life / Private life	Working life / Private life
My interests Competing interests	My interests Competing interests
Dependence / Independence / Autonomy	Dependence / Independence / Autonomy
Influence effect - asking stupid questions - admitting mistakes	Influence effect - asking stupid questions - admitting mistakes
Active / Passive Talents and dilemmas	Active / Passive Talents and dilemmas
- When do I really do myself justice? - What do I demand of myself and of others	- When do I really do myself justice? - What do I demand of myself and of others
When something happens... What I expect of you	When something happens... What I expect of you

## Notes

## Goals and vision

PhD Student	Supervisor
My goals as a PhD student are...	My goals as a supervisor are...
In five years I want to see myself as...	In five years I see my field of research as being...
It's important for me to reconcile the different demands that life makes on me.	My goal is that you are ready to defend your dissertation in four years' time.
Successful collaboration between us will mean...	Successful collaboration between us will mean...
Having contacts worldwide...	I will make my contact network available.
Opportunities for international participation...	Depending on your success and commitment, I will offer you...
I will have laid a foundation for scientific independence...	I will teach you a scientific outlook and attitude
As a postgraduate PhD student with new visions, I will want...	I will listen/learn from you



## Notes

## Fact box

PhD Student	Supervisor
Research funding PhD Student salary Teaching Positions Am I qualified to be a PhD student?	Research funding PhD Student salary Teaching Review eligibility Future positions
What is your research team like? PhD students, tech/admin staff, post-docs	Describe my research team: PhD students, tech/admin staff, post-docs
Assistant supervisor and their roles: - supervision and division of responsibilities	Assistant supervisor and their roles: - supervision and division of responsibilities
Division of responsibilities: - who does what? - the PhD students responsibilities - research plan	Division of responsibilities: - who does what? - the PhD students responsibilities - research plan
Performance requirements Half-time review	Performance requirements Half-time review
Regular times supervision meetings - individual or in a group	Regular times supervision meetings - individual or in a group
Core facilities	Core facilities
Courses and travel Conferences and posters	Courses and travel Conferences and posters

*fact box continues on page 12 >>*

## Notes

## Fact box

PhD Student	Supervisor
Working hours and work required Registration Supervision contract	Working hours and work required Registration Supervision contract
Describe the department Does it offer anything special for the PhD student?	Common departmental activities
Are there any departmental policy issues: - director of studies - mentors - networks - others	Our important policy issues are: - director of studies - mentors - networks - others
The department's research profile	The department's research profile
The department's motivations and values	The department's motivations and values
The unforeseen: - falling in love - if conflicts arise	The unforeseen: - falling in love - if conflicts arise
Common department work - something for me? - something to avoid?	

## Notes

## Notes

## Supervision contract



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