**Mentoring programme**

**"Potentials. Career orientation and planning for female researchers"**

Application form for mentees

Dear applicant,

I am pleased that you are interested in mentoring for doctoral candidates in the qualifying phase and for early postdoctoral candidates.

During the application procedure, we require some additional information from you to help the selection committee reach a suitable decision. At the same time, this information helps us to adapt the mentoring programme to your individual expectations and goals.

Your personal data will be treated confidentially and used exclusively within the mentoring programme by the selection committee.

Please send us your completed application form with a short letter of motivation (max. one page) either as scanned PDF document via email or by post to the address given below by **30.06.2021**. For more detailed information about the mentoring programme, see <https://uol.de/p77024en>.

If you have any further questions, please do not hesitate to contact me by email or telephone.

Kind regards,

Dr Susanne Elpers

Dr Susanne Elpers

Department for Research and Technology Transfer

Room: OECO 2-213

Mentoring programme coordinator

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26129 Oldenburg

Tel: +49 (0)441 – 798 2939

Email: susanne.elpers@uol.de

1. **Personal data**

|  |  |
| --- | --- |
| Your details |  |
| Surname and title |  |
| First name |  |
| Place and year of birth |  |
| Your current position |  |
|  |  |
| Office address |  |
| School |  |
| Institute |  |
| Street and house number |  |
| City/Post code |  |
| Telephone |  |
| Email |  |
|  |  |
| Home address |  |
| Street and house number |  |
| City/Post code |  |
| Telephone |  |
| Email |  |
|  |  |
| Please send correspondence regarding mentoring to: | My home address  My office address |
| Are you the first person in your family to attend university?  ★ (For preferential consideration in the application procedure. This information will only be passed on to the persons involved in the application procedure and will only be forwarded to (potential) mentors on the applicant’s explicit request. In your letter of motivation, please refer to whether it was or is important for you to be the first to attend university in your family.) | 🞏 Yes  🞏 No  🞏 Not specified |
| Disability details  ★ (For preferential consideration in the application procedure. This information will only be passed on to the persons involved in the application procedure and will only be forwarded to (potential) mentors on the applicant’s explicit request.) | 🞏 Yes  🞏 No  🞏 Not specified |
| I agree that my email address will be shared with other programme participants for the purpose of networking and sharing information. | 🞏 Yes  🞏 No |

1. **Your academic background**

|  |  |  |  |
| --- | --- | --- | --- |
| University study |  | | |
| Degree programme |  | | |
| Main subject |  | | |
| Minor subjects |  | | |
| Specialisation(s) |  | | |
| University/school/institute |  | | |
| Degree (MA, MEd, MSc, Dipl.) |  | | |
| Final grade |  | | |
| Year of completion |  | | |
|  |  | | |
| If applicable, further academic degrees |  | | |
| Degree programme |  | | |
| Main subject |  | | |
| Minor subjects |  | | |
| Specialisation(s) |  | | |
| University/school/institute |  | | |
| Degree (MA, MEd, MSc, Dipl.) |  | | |
| Final grade |  | | |
| Year of completion |  | | |
|  |  | | |
| Dissertation project (if applicable) |  | | |
| Title of dissertation |  | | |
| Subject of dissertation |  | | |
| School/Faculty/Institute |  | | |
| Dissertation of supervisor |  | | |
| Start of dissertation |  | | |
| Expected completion date of doctorate |  | | |
| Doctorate funding | 🞏Academic position  🞏 Scholarship  🞏 Independent | | |
|  |  | | |
| Doctorate (if applicable) |  | | |
| Title of dissertation |  | | |
| Subject of dissertation |  | | |
| University/school/institute |  | | |
| Dissertation supervisor |  | | |
| Duration of the doctorate |  | | |
| Year of completion |  | | |
| Doctorate funding | 🞏Academic position  🞏 Scholarship  🞏 Independent | | |
| Habilitation (if applicable) |  | | |
| Topic of postdoctoral/habilitation thesis |  | | |
| University/school/institute |  | | |
| Supervisor |  | | |
| Duration of the habilitation phase |  | | |
| Year of completion/expected time of completion |  | | |
| Habilitation/postdoctoral funding | 🞏Academic position  🞏 Scholarship  🞏 Independent | | |
| Other research positions |  | | |
|  | Duration: | Location | Function/title |
| Research associate (doctoral researcher) |  |  |  |
| Postdoctoral position (also Akad. Rätin (senior lecturer)) |  |  |  |
| External position (outside academia) |  |  |  |

1. **Current fields of activity and career goals**

|  |  |
| --- | --- |
| Current fields of activity |  |
| What are your current fields of activity? (Research, teaching, research management, academic self-administration) |  |
| Which interdisciplinary topics have you already gained further qualifications in? |  |
| Career goals |  |
| What career goals have you set for the next three years? (if applicable) |  |
| What are your long-term career goals? (if applicable) |  |
| I am still in the orientation phase. (if applicable) |  |

1. **Participation in the mentoring programme ‘Potentials.Career orientation and planning for female researchers’**

|  |  |
| --- | --- |
| Motivation and expectations |  |
| What motivated you to apply for the mentoring programme? |  |
| I have the following expectations of my mentor:  (Multiple entries possible) | 🞏 Knowledge of structures, processes and informal rules of the academic system  🞏 Assistance in planning my next career steps  🞏 Insights into building and maintaining networks  🞏 Advice on leadership behaviour  🞏 Exchange on work organisation and time management  🞏 Insights into work-life balance  🞏 Insight into the structures and cultures in business, society and other non-academic institutions  🞏 Exchange on application procedures  🞏 Assistance in addressing specific challenges during the doctoral period/qualification period as a postdoctoral researcher  🞏 Other: |
| What support do you expect from the mentoring programme? |  |

1. **Mentors**

The mentors are recruited by the university management and the mentoring programme coordinator. However, you may also nominate a mentor of your choice. Nominating a mentor is entirely optional.

In the preparatory workshop on (ca. October 2021), you will have the opportunity to further specify your mentoring objectives and needs and to review the choice of your mentor. Afterwards, the matching process begins, which includes recruiting suitable mentors and forming mentoring partnerships.

|  |  |
| --- | --- |
| General criteria for your mentor |  |
| Discipline | 🞏 Research/academia  🞏 Academic management  🞏 Culture  🞏 Industry  🞏 Public administration  🞏 Politics  🞏 Healthcare  🞏 Consulting  🞏 Education  🞏 Environment/sustainability  🞏 Other: |
| Field of activity (non-academic fields) | 🞏 Personnel development  🞏 Legal affairs  🞏 Cultural mediation  🞏 Marketing  🞏 Health management  🞏 Other: |
| Discipline (non-academic) | From the same discipline as me  🞏 From another discipline |
| Mentor is a member of the University of Oldenburg | 🞏 Yes  🞏 No  🞏 No preference |
| Gender | 🞏 Female  🞏 Male  🞏 No preference |

Please provide nominations for your desired mentor in the following fields, insofar as you can already provide information. Professors of the University of Oldenburg and professors of other universities as well as managers of non-university research institutions, industry, public administration or cultural organisations are eligible to become mentors.

You may also leave these fields empty.

|  |  |
| --- | --- |
| 1. Desired mentor |  |
| Title |  |
| Last name, first name |  |
| University/school/institute/organisation |  |
| Street and house number |  |
| City/Post code |  |
| Email |  |
| 1. Desired mentor |  |
| Title |  |
| Last name, first name |  |
| University/school/institute/organisation |  |
| Street and house number |  |
| City/Post code |  |
| Email |  |
|  |  |

1. **Supporting programme**

During the course of the twelve-month programme, workshops or lectures will also be held, which, in addition to providing interdisciplinary knowledge, will also offer a networking opportunity for mentees. External trainers or speakers can be invited to these events. Possible topics may include: ‘Strategic career planning’, ‘Application strategies’, ‘Communication training’, ‘Self-presentation’...

Participants will have the opportunity to express their own wishes and suggestions for topics and formats:

|  |  |
| --- | --- |
| Topic | Format (workshop/discussion evening/lecture or similar) |
|  |  |
|  |  |

1. **Consent for data processing**
2. I agree that the personal data I provide in the application form will be included in the mentoring programme records.

🞏 Yes 🞏 No

1. I agree that the following personal data will be passed on to my mentor: Address, email address, current professional position, discipline.

🞏 Yes 🞏 No

1. I agree that my personal details of being the first member my family to attend university will be forwarded to my mentor.

🞏 Yes 🞏 No

1. I agree that any personal data I have provided regarding a disability will be forwarded to my mentor.

🞏 Yes 🞏 No

1. After completing the programme, I agree that my email address may continue to be used to build and maintain the mentoring network.

🞏 Yes 🞏 No

1. The personal data collected will be treated confidentially and – apart from the cases referred to in 2., 3. and 4. – will not be forwarded to third parties. My personal data will be erased if I no longer participate in the mentoring programme.
2. I may withdraw my consent to the storage and disclosure of my data at any time without giving any reason. If I am still a participant in the mentoring programme at that time, I acknowledge that I may no longer be able to use all services provided by the programme.
3. I agree to participate actively in the workshops/discussion evenings/lectures etc and other events in the supporting programme (preparatory workshop, interim workshop, final workshop) as well as in the programme evaluation.

|  |  |
| --- | --- |
| Date, place | Signature |