



DOROTHY – supervisory charter

DOROTHY commits to create a **critical mass of experts**, from all disciplinary areas, who are well-networked both within *and* beyond the programme, who are fully able to engage with the Irish and EU innovation ecosystems, and who will be trained to tackle future public health crises in ways that lead to **positive societal impact**. To this end, it is crucial to support fellows' career development and prepare them for future career opportunities, within and beyond academia, by means of the exceptional skills and timely and topical experience that will be gained through these fellowships.

DOROTHY believes that these goals are unattainable in the absence of excellent supervisory standards, consistent across the board. Such standards need to be clearly spelled out, with emphasis on responsibilities and duties, so as to provide clear terms of references and facilitate effective communication between parties.

This supervisory charter is informed by the principles included in the Marie Skłodowska-Curie actions guidelines on supervision¹, the EURAXESS Charter and Code² and the UK's Researcher Concordat³.

SUPERVISORY PANELS

DOROTHY programme fellows will have a well-integrated supervisory panel, which comprises: *a main supervisor* (based in the Irish HEI), an *outgoing supervisor* (based in the foreign HEI) and, if a non-academic secondment is envisaged, a *secondment supervisor*, all chosen freely by the applicant.

Should a secondment opportunity be identified at implementation stage, a secondment supervisor should be added to the supervisory panel.

All supervisors are to be chosen freely by the applicant, considering the research project and training needs, and they have to include a description of the supervisors in their proposal.

All supervisory panels will also include a Mentor. The Mentor can be from any sector and has the role to advise and guide the fellow on career development both formally and informally. The Mentor (to be identified within three months from the start of the fellowship) must act as an independent and authoritative figure and shall act as the first escalation point in case of tensions within the supervisory panel.

¹ <https://op.europa.eu/en/publication-detail/-/publication/bb02d56e-9b3c-11eb-b85c-01aa75ed71a1/language-en/format-PDF/source-search>

² <https://euraxess.ec.europa.eu/jobs/charter-code-researchers>

³ <https://www.vitae.ac.uk/policy/concordat>

Whenever possible, the supervisory panel should be gender balanced.

In case of conflict between the fellow and any of the supervisors, the mentor will act as a first point for conflict resolution.

Any issues that should arise relating to supervision, should be discussed and addressed with the host institution through the established 'conflict resolution' procedures within the institute.

MEETING WITH SUPERVISORS

Both during the outgoing and return phase, fellows are expected to meet with the in loco supervisor no less than every two weeks, to discuss progress and receive ongoing feedback, suggestions and support.

Fellows are expected to meet the whole supervisory panel at least every 3 months, either in person or virtually.

During these meetings, research progress, or other relevant matters will be discussed. Supervisors must support the integration of the fellows in the host organisation and research teams.

SUPERVISORS RESPONSIBILITIES

For each phase of the fellowship, the in loco supervisor is responsible for facilitating the induction of the fellow, supporting their integration in the host organisation and team.

Supervisory panels will support the DOROTHY fellows in identifying training needs, and consequently in drafting their Career Development Plan (CPD), which will facilitate alignment between fellowship activities (research, training, output) and long-term career plans and training needs.

The supervisors will assist the fellow in approaching the CDP as a living document, revising it every 6 months (including deliverables, such as research outputs, publications, (i.e., books, conference proceedings, journal articles and data), communication activities (i.e., seminars, outreach/public engagement/advocacy) and completed research activities must be clearly indicated)).

Supervisors are expected to provide hands-on training, involving fellows in pertinent initiatives and activities.

Supervisors will be expected to share their relevant network with the fellows, for instance attending conferences and symposia together.

MENTORING AND WELLBEING OF THE RESEARCHER

The supervisory panel shall guide and assist the fellow in their mentoring and wellbeing throughout the fellowship.

The supervisors shall serve as a role model for the fellow by performing research with integrity and high ethical standards.

The supervisors and mentor will support the researcher in overcoming possible hurdles and encourage and suggest alternative solutions to any problems.

The supervisors and mentor will direct the researcher towards additional institutional/ social support instruments (i.e., counselling) when necessary.

The supervisors will raise awareness on the need to safeguard the wellbeing of the researcher, explaining the possible problems that may arise during the different stages of the research career and informing the researcher of available support systems, including for mental health.

The supervisors and mentor will encourage the researcher to dedicate time to personal wellbeing and to maintain a healthy life-work balance.