



Technische
Universität
Braunschweig

International House
FORSCHUNGSSERVICE UND
EU-HOCHSCHULBÜRO

Short concept

Mentoring offer for tenure track professorships,
junior professorships, junior research group
leaders and postdocs



Key points of the mentoring offer

- The mentoring offer is a one-to-one mentoring for early career researchers in the career phases R2-R3.
- Mentees can join at any time; the mentoring offer is not bound to fixed terms and thus enables entry at the appropriate time.
- There is no fixed framework programme, but there will be a range of exchange formats and workshops/coaching for mentees and workshops/introductory events for mentors, as required.
- W2 or W3 professors and emeriti from the TU Braunschweig who have been retired for no longer than 1 year and who have leadership skills, diverse experience in research and enjoy promoting early career researchers are available as mentors. The mentors available are presented on a website with a short profile, visible only after logging in.
- Mentees should apply to the programme management with a letter of motivation, specifying the topics for mentoring, the expectations and goals for mentoring, and at least 2 possible mentors, with whom there should not be any direct official dependency.
- Matching takes place in consultation between the programme management and the mentors.
- The mentoring meetings are arranged in consultation between mentee and mentor. The mentees should take an active part in the tandem and be responsible for defining the goals of the mentoring, scheduling, preparing and following up on the meetings, etc. The mentoring should take place in accordance with the goals of the mentor. Depending on the objectives and the career stage, the mentoring should generally last 1 year, but this is an individual decision of the tandems. In the case of tenure-track professorships, it is possible to continue the mentoring relationship until the tenure evaluation.
- Preliminary information and counselling for interested mentees is offered by the programme management.





Target group/s

- Tenure track professors
- Junior professors
- Junior research group leaders
- Postdocs

Mentors

- Mentors are W3 or W2 professors who have been at TUBS for at least 3 years and emeriti who have not been out of active service for longer than 1 year. These are experienced researchers with international networks. The professors who serve as mentors are confirmed by the Senate and the Presidential Board and are presented on an internal website for mentoring with brief profiles. For tenure-track professorships, if there is no suitable mentor in the mentor group, a professor from TUBS can be newly appointed if needed.
- In a further stage of development, the mentor pool will be expanded to include professors from partner universities. Collaborations between the mentor programmes is being sought.

Procedure

1. Application of the mentees

- Mentees apply to the programme management with a short letter of application and motivation (including details of their career status, expectations of the mentoring relationship, details of their own motivation and achievements for the mentoring, denomination of at least 2 possible mentors, who must not come from the same institute as the mentee).
- The programme management offers a prior consultation on mentoring.

2. Matching

- Matching is done by the programme management in consultation with the mentors named by the applicant. After the first meeting, both can make a decision about the cooperation.

3. The Mentoring meetings

- The mentee is responsible for initiating the mentoring meetings. The meetings are usually initiated, planned and, if necessary, documented by the mentee. The mentors can also become active, contact the mentees and initiate meetings.
- The first meeting serves to get to know each other, to clarify the goals and the structure of the meetings (frequency, duration, type, etc.). After the first meeting, the mentee and mentor decide on the cooperation in the tandem. It is a good idea to document goals and agreements in a suitable form.
- An interview guide with suggestions for the meetings is available on the mentoring website.

4. Accompanying offers

- As an accompanying offer, networking meetings and workshops or information events on the role as a mentor are planned according to need.
- The programme management is available to advise on any questions and in the event of conflicts.

5. Ending the mentoring

- The duration of the mentoring should be at least 1 year; continuation beyond this period is possible and a matter for the tandem; in the case of tenure track mentoring, the option of continuation for the entire career phase is regulated in the tenure track regulations. The mentors should be clear about this in advance and it should always be possible to adjust the mentoring relationship in the tandem over this period.
- Usually, mentoring is terminated when, for example, goals set at the beginning have been achieved or a duration of the mentoring has been agreed upon in advance.
- The end of mentoring should definitely take place actively with a final meeting. This is an opportunity for a summary of the time spent together, for feedback and also for mutual thanks for the time spent together.
- The end of the mentoring should be reported to the programme organizers in order to enable a final survey / evaluation and also so that mentors are available for new mentees.

6. Evaluation

- Anonymised surveys of the participants are planned by questionnaires. The results of the surveys will be incorporated into the further development of the programme and serve to ensure the quality of the offer.