

GROW report preparation questions

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GROW report preparation questions

Start interview

Scientific Staff

Looking ahead

Results and Development

Discuss your goals and commitments for the coming year.

Discuss with your supervisor what goals you want to work on within your team/department/institute. What does this mean for your role in the team (/ group in which you work the most)?

What do you want to develop in the coming year? For example, certain knowledge, competencies and/or skills.

Which talents and leadership competencies are important for your role and which would you like to use more often or develop further? Also look at the cooperation with others

Wellbeing

How is your work-life balance? Would you like to change this?

How do you experience the work pressure over the past 3 months? (1= too low, 10= much too high)

What are the characteristics of a day when you come home completely exhausted?

What are the characteristics of a work day that energizes you?

What do you need to do your work even better?

Do you feel that you can express yourself freely within your team and the organization? When do you? When not?

In this document you will find some reflection questions you can use to prepare your GROW report. Not every question has to be applicable to your position.



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GROW report preparation questions

Yearly interview

Scientific Staff

Looking back

Teaching: results & reflection

Describe your educational results of the past period. Think here, for example, of educational implementation (including teaching, image from educational evaluations, supervision of

theses) and educational development; If relevant to the position: include social, scientific and/or methodical impact. How did you experience your teaching duties in the past year?

Research: results & reflection

Reflect for example on the structure of your own research line and/or your contribution to a research group, (international) publications, acquisition of research grants, supervision of PhD students and other research output. If relevant to the position: include social, scientific and/or methodical impact.

Organisation, Management and Consultancy: results & reflection

Reflect here on your contribution to the organization, such as membership in committees or boards, leading staff or (project) teams, chairing or coordinating an educational program, work within the program, institute or faculty, and other ways of contributing to the organization and your field.

Reflection on personal development

What have you learned in the past year? For example, certain knowledge, competencies and/or skills.

What are you proud of?

What did you take away from feedback (if any) you collected?

What are your talents? Looking at the leadership competencies, where is your strength?

Reflection on collaboration & your team contribution

Describe what role you played within the context in which you work most often. This could be a course, a research project, a support department, or another context. Discuss with your supervisor who you see as your team to answer this question.

How is collaboration with your colleagues (including team, project or external partners)?

How does your supervisor provide guidance?

With respect to the above, what would you like to continue or change?

Looking at your talents and leadership competencies, how do you utilize them in collaboration with others?

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Looking ahead

Results and Development

Discuss your goals and commitments for the coming year.

Discuss with your supervisor what goals you want to work on within your team/department/institute. What does this mean for your role in the team (/ group in which you work the most)?

What do you want to develop in the coming year? For example, certain knowledge, competencies and/or skills.

Which talents and leadership competencies are important for your role and which would you like to use more often or develop further? Also look at the cooperation with others

Wellbeing

How is your work-life balance? Would you like to change this?

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What do you need to do your work even better?

Do you feel that you can express yourself freely within your team and the organization? When do you? When not?



GROW report preparation questions

Start Interview

Support Staff (OBP)

Looking Ahead

In this document you will find some reflection questions you can use to prepare your GROW report. Not every question has to be applicable to your position.

Result and development

Discuss your goals and agreements for the coming year.
Discuss with your manager which goals you want to work on within your team/department/institute.
What does this mean for your role in the team (/ group in which you work most)?
What do you want to develop in the coming year? For example, certain knowledge, competencies and/or skills.
Which talents and leadership competencies are important for your role and which would you like to use more often or develop further?
develop? In doing so, also look at collaboration with others

Wellbeing

How is your work-life balance? Would you like to change this?
How do you experience the work pressure over the past 3 months? (1= too low, 10= much too high)
What are the characteristics of a day when you come home completely exhausted?
What are the characteristics of a work day that energizes you?
What do you need to do your work even better?
Do you feel that you can express yourself freely within your team and the organization? When do you? When not?



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GROW report preparation questions

Yearly Interview

Support Staff (OBP)

Looking Back

Result

Reflect on the main results you have achieved in the past year, the agreements made and your performance.

In this document you will find some reflection questions you can use to prepare your GROW report. Not every question has to be applicable to your position.

Reflection on personal development

What have you learned in the past year? For example, certain knowledge, competencies and/or skills.

What are you proud of?

What did you take away from feedback (if any) you collected?

What are your talents? Looking at the leadership competencies, where is your strength?

Reflection on collaboration & your team contribution

Describe what role you played within your team. Discuss with your supervisor who you see as your team to answer this question.

How is collaboration with your colleagues (including team, supervisor, project or external partners)?

How does your supervisor provide guidance?

What would you like to continue or change?

Looking at your talents and leadership competencies, how do you use them in cooperation with others?

Looking Ahead

Result and development

Discuss your goals and agreements for the coming year.

Discuss with your manager which goals you want to work on within your team/department/institute.

What does this mean for your role in the team (/ group in which you work most)?

What do you want to develop in the coming year? For example, certain knowledge, competencies and/or skills.

Which talents and leadership competencies are important for your role and which would you like to use more often or develop further?

develop? In doing so, also look at collaboration with others

Wellbeing

How is your work-life balance? Would you like to change this?

How do you experience the work pressure over the past 3 months? (1= too low, 10= much too high)

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What do you need to do your work even better?

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GROW report preparation questions

Start interview

PhD

Looking ahead

Results and development

Discuss your goals and commitments for the coming year.

Discuss with your supervisor what goals you want to work on within your team/department/institute.

What does this mean for your role in the team (/ group in which you work most)?

What do you want to develop in the coming year? For example, certain knowledge, competencies and/or skills.

Which talents and leadership competencies are important for your role and which would you like to use more often or develop further? Also look at the cooperation with others.

Take a look at the Golden Rules for PhD Supervision, what do you want to develop further in the coming period?

Wellbeing

How is your work-life balance? Would you like to change anything in this?

How do you experience the workload over the past 3 months? (1= too low, 10= much too high)

What are the characteristics of a day when you come home completely exhausted?

What are the characteristics of a work day that energizes you?

What do you need to do your work even better?

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GROW report preparation questions

Yearly interview

PhD

Looking back

Research: results & reflection

Reflect on the course of the PhD research using the agreements from the OBP.

In this document you will find some reflection questions you can use to prepare your GROW report. Not every question has to be applicable to your position.

Teaching: results & reflection

If applicable, describe your educational results of the past period, e.g. educational implementation (e.g. teaching, image from educational evaluations, supervision of theses) and educational development; If relevant to the position: also include the social, scientific and/or methodical impact.

How did you experience your teaching duties during the past year?

PhD program

Reflect on the courses taken from the training program for PhD students (in accordance with the agreements in the Training and Supervision Plan (T&S)).

Reflection on personal development

What have you learned in the past year? For example, certain knowledge, competencies and/or skills.

What are you proud of?

What did you take away from any feedback you received?

What are your talents? Looking at the leadership competencies, where is your strength?

Looking at the Golden Rules for PhD Supervision, what is already going well? What is more difficult?

N.B. If you are in the first year of your PhD program, you can also use the feedback from the evaluation of the go/no go moment

Reflection on collaboration & your team contribution

How is the cooperation with your team (e.g. direct colleagues and manager)?

How is the supervision of your PhD trajectory going? Reflect on the agreements made in your Training and Supervision Plan (OBP) and the Golden Rules for PhD supervision.

What would you like to continue or change in relation to the above?

Looking at your talents and leadership competencies, how do you use them in collaboration with others?



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Looking ahead

Results and development

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Take a look at the Golden Rules for PhD Supervision, what do you want to develop further in the coming period?

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