

Subject: Looking for a new PhD representative in the GSAB

Dear FASoS PhD's,

Joey Tang will resign from his job as **PhD Representative** in the Graduate School Advisory Board (GSAB) at the end of this summer. We would like to thank Joey for all his work!

The GSAB therefore opens the election for a new PhD Representative. A description of her/his tasks can be found in the attachment. The new representative would take up her/his work on 1st of September (but please expect some transitional activities before then). We would ask you to apply for this position by **Friday 6 May**. Please also include a brief statement in which you present yourselves to the fellow PhDs, which will be forwarded when announcing the election and candidates soon after that. The election will run between 9 an 20 May. The Faculty Board has to ratify the choice. The PhD representative is appointed for a period of two years.

Interested candidates are advised to inform their supervisors that they are running for this office.

If you are interested in this job (see attached task description), please send an email with your brief personal statement to Research-FASoS **by 6 May**.

Best wishes and thank you,
Thomas and Sabine

PhD Representative to the Graduate School Advisory Board (GSAB)

As PhD representative in the GSAB you represent the interests of all PhD candidates at FASoS. The GSAB advises the Graduate School (GS) director on all issues related to the Graduate School. These include daily affairs, but also strategic issues, like the alumni policy of the Graduate School or plans for international cooperation. You are expected to offer your fellow PhD candidates regular opportunities to consult you about their questions and concerns. You will also represent FASoS on the UM-wide PhD representatives platform.

How much time will it cost you? Apart from the monthly meetings of the GSAB, which take approximately an hour and a half, you will have meetings with new PhD candidates together with the academic coordinator of the Graduate School (Alexandra Supper), and any other extra meetings of the board. Most time-consuming is the preparation for the meetings: reading documents, proposals, etc. The meetings of the UM PhD Platform take place four times per year. As PhD representative you are appointed for a period of two years.

As a PhD Representative you will also advise on the PhD training program, which encompasses the following tasks:

- a. advising the director of the GS on the drafting and amendment of the PhD Training Program Regulations;
- b. evaluating annually the way in which the PhD Training Program Regulations are applied;
- c. advising the director regarding the curriculum of the Graduate School and regarding the quality enhancement of PhD candidates' supervision.
- d. providing advice to the director, solicited or unsolicited, on all affairs pertaining to the teaching of the curriculum involved.

The meetings pertaining to the PhD training program take place twice a year, usually before or after the regular meetings of the GSAB.

For your activities as PhD Representative in the GSAB you will be awarded 70 Solver-hours per year. For more information, please contact Joey Tang or Thomas Conzelmann.