

## VIP Dialogue – Performance and Development Review

Name \_\_\_\_\_

### 1. Initiatives agreed on for the coming period

<i>Tasks and goals</i>
<i>Collaborations</i>
<i>Management of employees</i>
<i>Manager's own development</i>

### 2. Other topics to be followed-up?

*(e.g. feedback on specific tasks, collaborations, leadership issues, employee issues, leadership terms and topics arising from the last developmental dialogue)*

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### 3. Here you can specify other relevant topics, discussed in the connection with the VIP dialogue, but without direct influence on the actions or agreements, specified in the developmental plan

*(e.g. your own well-being, influence, meaningful work, predictability, social support, reward and requirements, career path and working hours)*

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*(continued from previous page)*

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### 4. Audit of your teaching portfolio

### 5. Here you can specify particular topics, which you and the Head of Research/Institute have agreed to discuss in connection with you next dialogue (MUS)

*(Possible development, specific tasks, feedback on ongoing tasks, collaborations, leadership terms etc.)*

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### 6. Specific developmental goals and activities

*(use the form below to specify developmental goals and activities connected to them)*

	Specific developmental goals	Activity - which one?	Period - when?	Who is responsible for getting the activity started?	Follow-up - how?	Follow-up - when?
a.						
b.						
c.						
d.						

Agreed date for follow-up of the development plan (date) \_\_\_\_\_

\_\_\_\_\_  
*Date and signature (Head of research/Instiute)*

\_\_\_\_\_  
*Date and signature (VIP)*