

Preparation for MUS for employees

Before the development interview, you should prioritise your own preparation. You should familiarise yourself with SDU's MUS concept, interview schedule and skills plan and consider what you would like to get out of the interview. Tell your manager what is most important for you to talk about.

Reflect on the following in relation to your upcoming MUS:

- Has a common strategic focus been decided at this year's MUS that applies to all employees and that will also have an impact on you?
- Consider how SDU and your unit's goals and areas of focus might affect your tasks and skills.
- Selection of 1–2 themes to be given special attention at your forthcoming MUS. To be agreed with your manager.

On the basis of the selected topics agreed between you and your manager, reflect on the following in relation to your MUS:

- What is particularly well-functioning or motivating for you in the chosen topics? Find two or three examples of something you have been particularly pleased with and would like to see more of in yourself.
- What has been difficult for you in the chosen topics? How did you solve it?
- What are possible areas for development in the selected topics – both in the short, medium and long term?
- What does development require of yourself, your manager and others?
- Formulate what you want as explicitly as possible. This makes it easier for your manager to relate to and support you in your development.

On the basis of selected topics and reflections, questions from the MUS Designer are selected

Use the MUS Designer with your manager to select a series of questions that suit you. However, as a minimum, all MUS should address all four main themes.

Inspiration for skill development

Below are links to SDU's employee courses that can help inspire skills development. However, avoid a one-sided focus on course shopping and consider how skills can also be acquired through assignments, sparring, job rotation, etc. Consider what gives meaning and value.

<https://sdunet.dk/en/servicesider/hr/kompetenceudvikling>

https://www.sdu.dk/en/om_sdu/institutter_centre/c_unipaedagogik/kursusudbud