

Invite

Prepare

Conduct annual

Register

Achieve

Annual consultation: reflective report

for assistant professors, associate professors and full professors

Name

Position

The fields and questions below will help you get a clear idea of your functioning and the agreements you would like to propose. It generally works well to spread this out over several moments and let it rest a bit in between.

You can share this report with your manager. For example, attach it to step 1 (employee input) of the annual consultation form in 'Jaargesprek' (self-service option for annual consultations).

Would you like to know more about the annual consultation? You will find an elaborate explanation on the webpage on [Annual consultations for employees](#).

The academic career path reflection questions provide elaborate assistance and examples. You can find these on the webpage on [Academic career paths](#).

Tips for filling this in

When looking back and ahead, divide your attention evenly over your responsibilities.

Involve your context in your reflection.

It is valuable to ask feedback as part of your self-reflection.

You can find more tips and an explanation on the webpage [360-degree feedback for employees](#).

Overall view and developments

Describe your focus in the past year, also in the light of last year's annual consultation.

What are important points when it comes to your wellbeing and collaboration, for example?

Were there any special circumstances?

Core domains and leadership

Education

Look back on your education activities.
What is your view of your functioning,
results and development?

Look ahead. What activities do you see for
the year ahead?

Research

What would you like to say about your
research activities? What is your view of your
functioning, results and development?

What duties and challenges relating to
research await in the year ahead?

Impact

What can you say about your social impact
and valorisation? What is your view of your
functioning, results and development in this
area?

What activities relating to social impact
would you like to undertake in the year
ahead?



How have leadership, management, and training and development featured in your work in the past period? What are some concrete ways in which you tackle these themes?

What are the aspects in which you will develop in the period ahead?

Focus on a core domain

Would you like to know more about choosing a focus domain and about academic career paths? The webpage on [Academic career paths](#) contains background information and faculty-specific frameworks.

Do you meet the basic level in the three core domains? And do you contribute to the bigger picture? Are you actively involved in the team and in any management tasks?

If you and your manager agree you meet the requirements, you will make agreements on focusing on a core domain in your work. What are your thoughts on this?

And

Do you have any comments or suggestions? Are there any relevant topics that did not come up?

What would you like to discuss during your annual consultation? Indicate what points you want to touch upon.