 



INITIATE: the process to become a JCU HDR advisor

# Introduction

The Initiate program is designed to prepare JCU academic staff members to join advisory panels for HDR candidates, either as a Secondary or Primary advisor, by providing training and opportunities for reflection on best practice. Below are details of the tasks to be completed and submitted.

To be placed on the JCU HDR Advisor Register you will need to complete:

* + - An Initiate workshop
    - 10 online Epigeum modules in the LearnJCU Advisor Training Organisation: participate in the interactive online activities, view the videos and complete the end of module reflections. You should allow approximately 10 hours to work through this suite of modules
    - Written tasks shown below

Once these activities are complete, please submit an [application](https://www.jcu.edu.au/__data/assets/pdf_file/0003/438726/Advisor-Application.pdf) for registration confirming you are a JCU academic staff member who has:

* + Completed the development requirements shown above
  + Completed a PhD
  + Research publications and weighted research publications in the past 5 years
  + HDR candidate completions (not essential for initial registration as a Secondary advisor)

Please send your written tasks as an attachment to [grs@jcu.edu.au](mailto:grs@jcu.edu.au), using the subject line **Initiate written tasks**.

For more detailed advice on registration requirements and advising at JCU please review [Becoming an Advisor](https://www.jcu.edu.au/graduate-research-school/advisors/becoming-an-advisor/application-process).

If you have any questions about the Initiate process, please contact [grs@jcu.edu.au](mailto:grs@jcu.edu.au).

## Why do you want to take on a doctoral candidate?

## Please respond to the questions in the table below

|  |  |
| --- | --- |
| **Estimated duration: 15 minutes**  **Question** | **Response** |
| Why do you want to take on a doctoral candidate? Please reflect on this question in terms of your motivations and career aspirations. |  |
| Are you ready and eligible to take on a doctoral candidate? Consider practical requirements, university regulations and personal preparedness. |  |
| Have you considered specific visa or immigration requirements and any funding stipulations attached to potential research grants? |  |
| Are you actively seeking a candidate, or do you have a candidate lined up? |  |

**How can you attract a suitable candidate?**

Please provide your answers in the table below

|  |  |
| --- | --- |
| **Question** | **Response** |
| Have you reviewed JCU’s guidelines and regulations on HDR candidate recruitment and admission? |  |
| Do you know who your target audience is? |  |
| Are you clear about the program that you have to offer? |  |
| Who are your competitors and how do they represent their HDR program? |  |

**Indicators of ‘success’**

Using these parameters, take a moment to define the key relevant indicators of success for your own research/supervisory context.

|  |  |
| --- | --- |
| **Estimated duration: 20 minutes**  **Parameter** | **Indicators of success in your own research/supervisory context** |
| HDR program or College strategy |  |
| Academic indicators |  |
| Disciplinary indicators |  |
| Non-academic indicators |  |

**What are you looking for in an HDR candidate?**

**Question 1:**

What non-academic traits should your candidate have that will help them to navigate successfully through the higher degree by research life cycle?

*Enter text here:*

**Question 2:**

When you undertook your own doctorate, what were the main characteristics that your advisor demonstrated that helped or even hindered your progression?

*Enter text here:*

**Question 3:**

What do you believe were the key skills that helped you to navigate through your own higher degree by research?

*Enter text here:*

**Question 4:**

What have been the characteristics of previous candidates who were deemed successful in your current College?

*Enter text here:*

**Case study**

Review the following short case study about a potential doctoral candidate who has applied to become a JCU candidate and has asked you to be their advisor. Outline the **key steps** you would take to help you to determine the applicant’s research potential, using institutional, academic and non-academic indicators.

You may wish to use the table below to record your thoughts.

|  |
| --- |
| **Case study** |
| You have received an email from someone enquiring about becoming a PhD candidate with you as one of her advisors. She has written a brief statement as to why she is interested in working with you and indicating that she wants to enrol at JCU and work with you in her area of interest. She has also attached copies of her degree transcript (in Mandarin) showing that she came third in her class of 45 at her university in China in her Masters by Coursework. She looks like she could potentially be a really good doctoral candidate. |

**Estimated duration: 15 minutes**

|  |  |
| --- | --- |
| **Type of indicator** | **Key steps** |
| Institutional |  |
| Academic |  |
| Non-academic |  |