

Role and Responsibilities of the HDR Associate Supervisor

A best practice model of HDR supervision consists of a panel approach to supervision with a minimum of two supervisors: a primary supervisor and associate supervisor. In some cases the student will have a co-supervisor who takes almost equal responsibility for supervision as the primary supervisor.

Role

While the principal supervisor has primary responsibility for supervision of the HDR student, the associate supervisor, at certain points in the candidature, make a substantial contribution. Importantly, if the Principal Supervisor takes leave for more than two weeks the Associate Supervisor will take over the primary supervisory role. The role of the Associate Supervisor may vary depending on their level of expertise and experience. A senior researcher may play a mentor role to a junior principal investigator. A methods expert will provide specific input into the design and analysis. A junior researcher may shadow the supervision process and collaborate on the project as an ECR. A clinical researcher may provide clinical input into a clinically related project. These roles need to be clearly articulated at the commencement of the candidature in the candidature agreement document.

Responsibilities of the Associate Supervisor

The Associate Supervisor's responsibilities also include the following key milestones.

- Attend a minimum of three meetings a year together with the primary supervisor and student
- Be available for consultation if required
- Read the confirmation document and provide comments
- Attend student confirmation
- Read key sections of the thesis as agreed upon by the primary supervisor, associate supervisor and student
- Be actively involved in preparing the research work for publication

Annual Review

At each annual review the student will attach a signed statement from the student and supervisors outlining whether these milestones have been achieved and if not why not.