

# International Teaching Professionals

## Program for PhD and postdoctoral candidates

- ✓ Improve your didactic skills
- ✓ Network with other international researchers
- ✓ Boost your chances of academic career success
- ✓ Gain teaching experience

Submit your  
application  
by  
July 1st, 2018



[www.uni-potsdam.de/pogs](http://www.uni-potsdam.de/pogs)

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## The *International Teaching Professionals* Program

- Supplemental Certificate for Early-Career Researchers -

The *International Teaching Professionals* (ITP) program is offered for early-career academics as a comprehensive framework in which to further develop their university teaching skills and network with one another. The program is designed both for international PhD and postdoctoral candidates, as well as for German researchers who aim at an international academic career.

For foreign researchers, it is frequently difficult to gain teaching experience due to language barriers or uncertainties about the local teaching culture. Also, academic teaching requires not only subject-related knowledge but also didactic proficiency and experience. Those teaching skills have played only a minor role in the academic reputation of a researcher for many years, despite their great importance. This well-structured training program gives academic teachers knowledge from the educational sciences in order to successfully cope with the challenges of teaching in institutions of higher education. It helps young talent to reflect their individual competences and to develop a professional self-concept. In the program, participants work on their profile that covers both research and teaching and helps to improve the linkage between these two performance areas. It furthermore provides the participants with didactic and methodological know-how and helps them design student-centered concepts for a course in close connection with their own field of research. As a result, the newly acquired options support effective teaching and more successful communication with students in the classroom.

The certified teaching experience offers a long-term advantage for participants' future academic careers. Along with the acquisition of university didactic competence, the program additionally aims to improve networking among international researchers and reflect on their cultural background. The program consists of four main elements:

### (1) Didactic Training<sup>1</sup>

The workshops are conducted in English by experts experienced in academic teaching and the international context. They help to build up pedagogical knowledge and to systematically professionalize participants' teaching activities. Attending the seven inter-coordinated workshops is mandatory for all selected program participants:

Workshop	Topic
Workshop 1	<i>Intercultural Competence in the Context of University Teaching</i> August 13 + 14, 2018 (2 days)
Workshop 2	<i>The Basics of Teaching and Learning in Higher Education</i> August 20 + 21, 2018 (2 days)
Workshop 3	<i>Digital Classroom Tools</i> September 24 + 28, 2018 (2 days)
Workshop 4	<i>Deepening Your Teaching Skills</i> November 16, 2018 (1 day)
Workshop 5	<i>Competence-Oriented Examining and Advising Students</i> February 11 + 12, 2019 (2 days)
Workshop 6	<i>Feedback on the Concept of the Practical Teaching Project</i> March 5, 2019 (1 day)
Workshop 7	<i>Reflection</i> July 2019 (0.5 day), date to be announced

<sup>1</sup> Please note that this training is designed as a supplemental qualification for researchers of several disciplines. Subject-specific training cannot be provided.

In addition to this mandatory workshop program, topics like “English Skills for Non-Native Teachers” (1 day), “Research-Based Learning as a Teaching Method” (1 day) or “Presenting in English” (1 day) are offered as optional, complementary workshops in the PoGS course program. They can be attended on an individual basis if desired.

If needed, free childcare for the workshop times can be arranged in Potsdam.

## (2) Practical Teaching Project

In order to put theoretical ideas into practice, program participants will teach their own courses at the University of Potsdam. While developing their pedagogical background, they design their own course in English language to teach during the Summer Semester 2019. This course will be held at one of the departments of the university. It covers 1-2 semester hours per week and should have a close connection to the research field of the participant. She/he might also adopt a course from another lecturer of the University of Potsdam, who supports the didactic redefinition of the course content by the program participant. At the end of the semester, the course should be evaluated by all students to receive feedback.

## (3) Mentoring

The conception and realization of the practical teaching project will be guided by an experienced university teacher. Each program participant searches for his/her own mentor from whom to receive support regarding the teaching culture in the respective discipline. This helps the participant to develop teaching competence appropriate for the academic context. Before the teaching period starts, they discuss the possible teaching concept and find ways to implement it. The mentor provides subject-specific guidance and visits the course 1-2 times per semester to give feedback. Students can take part in the feedback discussions, too. Student exams are conducted by the program participants in close cooperation with the mentor. A detailed description of the mentoring can be found in [“Guidelines of the ITP Mentoring”](#).

## (4) Networking: Peer Coaching and Forum “ProTeaching”

In addition to the mentoring, the interdisciplinary exchange and peer coaching among the group of participants are of central importance. Mutual teaching observations have to be conducted at least once during the summer semester in order to give and receive feedback on the teaching performance. The “ProTeaching” forum likewise gives program participants the opportunity to exchange ideas with one another and encourages reflection on their role as a teacher. The Potsdam Graduate School provides a room for this regular gathering. An experienced teacher can be present in the forum meetings upon request.

### Program Details

The *ITP* program admits 10-12 participants per cycle, i.e. from August 2018 until July 2019. At the end of the program, participants are encouraged to reflect on their own learning process over the course of the program, e.g. how the didactic knowledge gained in the workshops was applied and adapted. This written reflection (4-8 pages) provides the basis for a sustainable learning process as a teaching researcher. Upon completion of the compulsory program components, each participant receives the *ITP* certificate.

Funding is available on the basis of membership in the Potsdam Graduate School. In order to compensate for the additional workload in connection with program participation, financial support can be offered in the amount of 1000 € (e.g. for travel/publication/proofreading costs).

After successful completion of the *Teaching Professionals* program, participants can also attend the advanced training module “*Fit für Führung an Lehrstühlen und Wissenschaftseinrichtungen*”. It aims to extend the particular skills needed for executive positions in academic departments or other scientific institutions. The working language of this module is German. More information on the ACADEMIA training path can be found on our [website](#).

## Application and Selection Procedure

The program addresses foreign and German early-career researchers who want to orient themselves internationally and are working towards a career path as university teachers. PhD candidates as well as postdocs from all disciplines of the University of Potsdam can apply. In order to successfully take part in the program, participants must be fluent in English.

For PhD and postdoctoral candidates of the University of Potsdam, membership in the Potsdam Graduate School is required. [PoGS membership](#) can be applied for at any time and is free of charge. The application for the ITP program comprises:

1. **Registration** using the online profile worksheet: <https://pogs.uni-potsdam.de/s/bae1f497/de.html>

2. **Application documents** consisting of:

- ✓ Statement of purpose (max. 1 page), reflecting the following aspects:
  - What do you expect from participation in the ITP program?
  - What support do you need to further develop your teaching skills?
  - Does the program schedule fit into your work schedule?
  - What ideas do you have about the teaching project and how can it be implemented at the University of Potsdam?
- ✓ CV with information on institutional affiliation
- ✓ Preliminary confirmation of willingness to participate in all parts of the program [see page 5] with signatures by the applicant, the suggested mentor and the first supervisor (not necessary for postdocs).

Applications should be submitted **by July 1<sup>st</sup>, 2018**, including supporting documents. The completed application documents must be compiled into one PDF file (titled with your last name) and submitted to [pogs@uni-potsdam.de](mailto:pogs@uni-potsdam.de) (subject: “ITP application”). For further details, please see the [FAQ-list](#).

Program participants are selected by a multidisciplinary jury according to the following criteria: motivation and engagement, prospects for successful participation in the supplemental qualification, existence and feasibility of a teaching project in the English language at the University of Potsdam, and completeness of formal requirements regarding the application documents.

## Schedule

Introductory Meeting: **August 10<sup>th</sup>, 2018, 10:00 - 11:30am**

Workshops: **August 2018 – July 2019**

Teaching Project: **Summer Semester 2019**



For further questions and details about the program content, please contact the program coordinator at the Potsdam Graduate School:

Caroline Babbe  
+49 331 977-1849  
[pogs@uni-potsdam.de](mailto:pogs@uni-potsdam.de)

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## Preliminary confirmation of willingness to participate *International Teaching Professionals program 2018*

First and last name: \_\_\_\_\_

The “International Teaching Professionals” (ITP) program involves seven compulsory workshops (dates given in the announcement), the planning and teaching of one course to students, mutual teaching observations and a written reflection on the learning process during the program. As things stand today, I hereby confirm my willingness to participate in all parts of the program as described above.

\_\_\_\_\_  
Date, Applicant’s signature<sup>2</sup>

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## Consent form by mentor

This is to confirm that I support the application of \_\_\_\_\_ for participation in the ITP program 2018. I am also willing to mentor her/him during the ITP program and help with subject-specific advice in the case that s/he is accepted as a program participant.

\_\_\_\_\_  
Date, Mentor’s signature<sup>2</sup>

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## Consent form by first supervisor

This is to confirm that I support the application of \_\_\_\_\_ for participation in the ITP program 2018.

\_\_\_\_\_  
Date, First supervisor’s signature<sup>2</sup>

<sup>2</sup> Digital signatures are sufficient.