

Dear all,

One of the aims with Baltic Gender ([www.baltic-gender.eu](http://www.baltic-gender.eu)) is to improve the career possibilities for women.

Have you been thinking about what you need to focus on to be able to take the next step in your career? Here is the opportunity to receive feedback on your academic portfolio. Depending on where in your career you are or in what country you want to take the next career step the content of the academic portfolio could differ (see general suggestion below).

If your partner organization selects you we want you to provide, apart from the academic portfolio, information about the following: 1) What career step is the next in your career?, 2) Are there official rules you need to adhere to in order to reach this step?, 3) Other information that could be important given that the reviewer may be from another country.

The timeline for this task is that the academic portfolios and additional information should be handed in to the task leader in September, and feedback will be received before the end of 2017. There will be an opportunity to discuss the feedback with the reviewer.

For Baltic Gender's deliverable on this task you will be contacted by the task leader (Johanna Stadmark, Lund university, Sweden) twice during 2018. The deliverable will describe the process and the estimated impact of this task.

Best regards,  
Johanna Stadmark

## **Academic portfolio**

### **1. Basic information**

- Personal and contact information
- Education and degrees
- Other necessary background information.

### **2. Research and scientific activities**

- Experience in research and other scientific activities
- Research philosophy and ethics, primary fields of research
- Significant publications
- Research assessments and awards
- Activities in the academic community
- Visions and personal development plans
- Other scientific merits.

### **3. Teaching and supervision**

- Experience in undergraduate and postgraduate teaching and supervision
- Pedagogical approach and training
- Published study materials and use of educational technology
- Development of teaching and awards for teaching
- Participation in the assessment and development of teaching
- Strengths, development challenges and visions of one's teaching
- Other teaching-related qualifications.

### **4. Administration and other activities**

- Administrative and management duties
- Duties in one's field outside the University
- Active role in society and positions of trust
- Publications, presentations and dissemination of scientific knowledge through other means
- Other significant merits and duties.