Supervisor Guidelines

General information

The EFPSA Research Programme (EFPSA RP) is an EFPSA Service through which a twelve-month research programme is run. This programme involves students, PhD and postdoctoral researchers, and established academics and offers a unique opportunity to develop research abilities, teamwork, leadership, interpersonal skills and academic skills. Each year there are (maximum of) six teams, which are made up of (maximum of six) undergraduate or master students and are led by a PhD or postdoctoral researcher, referred to as Supervisor. These teams come together during the Research Summer School (RSS) that happens annually in the month of July. Once the RSS concludes, the research groups are automatically entered into the EFPSA Research Programme. The groups have a chance to present their progress at the annual EFPSA Congress.

The Research Summer School (RSS) is an event where the Research Team begins conducting cross-cultural research in a specific field related to the annual theme. It has been an annual EFPSA Event, organised each summer since 2007. The RSS brings together 36 Bachelor’s or Master’s students who form six research groups, each one led by a PhD or Post-doc supervisor, while it also includes presentations from professionals and established academics in the field. Following the week-long event, the research groups enter our Research Programme (RP) for 12 months.

These guidelines contain detailed information on how to apply as a Supervisor and what the role encompasses. In order to apply, you will need to complete the following two steps:

● Complete the supervisor application form
● Send us your Academic CV (please note that this should include your publications, presentations etc. too)

Please note that candidates will be invited to a Skype interview during the week after the call closes with the RP Coordinator, RP Research Responsible, and the Academic Affairs Officer of EFPSA to discuss specifics of research proposals and other details.

Who can be a supervisor?

A supervisor is a PhD or post-doc researcher who is conducting a research relevant to the topic of the RSS. They should be at least in their 2nd year of their post-doctoral studies. The candidates should be studying in Europe. Those who want to apply need to be ready to commit to work and guide their team for a full year.
Role Description

The main role of the supervisor is to support and oversee the work of the team members. The goal is not for the team members to help the supervisor while they do the research, but to be the carriers of the work while feeling supported by the supervisor. The supervisor will get feedback about their team’s opinion about them as supervisors, the team’s atmosphere and any problems that might occur from the monthly reports that each team will fill in. They should use that feedback as guidance for what should be paid attention to more. Also, supervisors fill in their own report every two months or have Skype meetings with the RP Coordinator. Keep in mind that each team is different and make sure that from the beginning you discuss their needs regarding your involvement in the process. Some teams or team members need more guidance and others like to work independently and that is why it is important to set the work styles that suit the team best.

As a Supervisor, you will attend the annual Research Summer School – hosted in 2020 in early-mid July, in Croatia. At the RSS, you can expect an exciting and fulfilling week. You will be spending several hours during each day of the Summer School leading your research group. Though the time is yours to use as you wish, we expect that you will keep in mind an opportunity to discuss the literature, theory and objectives of the study. You and your group will also have to decide upon an appropriate design for the project, with an appreciation for the difficulties of cross-cultural research (at an appropriate level suitable to the experience of your group). Please note, whilst we do encourage Supervisors to be prepared for leading discussions, we discourage any form of lectures being held during the group time.

You will work, present and reside alongside five other Supervisors as well as the invited speakers during the summer school. You will be supported by the RSS organisational team, RP Research Responsible and RP Coordinator and more team members. This support will not, however, account for the responsibilities that are expected from the position of a Supervisor, nor will the organisers interfere with your group work (apart from various scientific and managerial checks). Supervisors will stay at the venue together with the organisational team, lecturers and participants. Your accommodation and meals will be covered during the RSS.

Main responsibilities of an RP Supervisor

- To supervise, direct and support a group of six psychology students conducting a cross-cultural research project through to its completion (generally 12 months)
- To plan for and run research group sessions during the summer school
- To supply methodological and technical knowledge on the research project from the outset
- To continue to work on the study after the RSS - oversee data collection and analysis
- To ensure the research project culminates in a written dissemination
- To keep in regular contact with the RP Coordinator and the RP Advisors
Task

● Plan a research suitable for teamwork;
● Attend RSS;
● Make the plan for the work that is going to be done at RSS. Set couple of goals that need to be accomplished during the week and guide the team in the process;
● Make a research plan with team members during RSS (Plan the first two months for working on the Registered Report);
● Help team members distribute tasks amongst themselves and support them in executing them;
● Have meetings with RP coordinator about every two-three months;
● Hold regular meetings with team members to oversee the progress of the work and help them if needed;
● It is preferred that the supervisor attends mid-programme meeting and Congress along with the team;
● Publishing the research in the Journal of European Psychology Students (JEPS) is highly recommended.

Criteria for Supervisors

● You should be able to obtain the required documentation (e.g. visa) for travelling to Croatia.
● You must be currently completing (or having recently completed) a PhD
● You must be at least a second year PhD or a Post-doc researcher in psychology
● Your current department must have an ethical review committee to ensure your project meets university guidelines (neither EFPSA nor any of its services may provide this)
● You must have a strong command of English (written and spoken)

Requirements

● Attendance at the RSS and preferably the EFPSA Congress
● Willingness to commit to the proposed research projects for the entire duration of the programme
● Openness toward cultural diversity, student development and extracurricular activity
● Capacity to work effectively and efficiently across a range of changing circumstances

Research Proposal & Topic Requirements

We ask that as part of your application you provide an outline of the project you propose to run with your group. Please follow the headings within the application form in order to provide all the necessary information. Keep in mind that the project should be able to run under the assumption of no available funding. Students might be able to request funding from their universities but for many students these opportunities are limited, therefore, costs should be kept to a minimum. To assist you with the research proposal, a checklist is provided below. Please make sure you have addressed all the issues mentioned in the checklist in your research proposal.
Checklist for topic and method requirements

Central focus of the project needs to be related to the theme of the project: Occupational & Health Psychology: Fostering a Healthier Workplace (Please contact jrp@efpsa.org if you are not sure whether your project idea is eligible).

- A clear and relevant research question has been formulated
- A clear description of the students’ involvement in the research design and process has been described
- The approach to answering the research question has been addressed, with acknowledgement to the limitations that may be faced within the programme
- A clear and reasonable target population that the group would be able to recruit within a certain time (+/- 6 months)
- There are suggestions regarding the recruitment of participants, methodology and instruments that will be used

Publishing

After completing your research project, you will have an opportunity to publish it in our fully-reviewed, open-access journal – the Journal of European Psychology Students (JEPS). During the Research Summer School you will be given all the information about the publishing process.