

# Plan of Operations 2016

## Operating Goals

SDF has two main tasks: advocacy at national level and supporting union activities at local level. Close cooperation between SDF, its Board and the SULF HQ is a prerequisite for effective, fruitful work to support doctoral candidates. SDF must also work with locally- active doctoral candidates and SULF local associations. Equally, it is important that SDF works with other organizations such as SFS-DK and the Saco Student Council on issues specific to doctoral candidates.

In addition to what is stated in the SDF Vision Document, during the course of 2016 the Board will place extra focus on particularly vulnerable groups of doctoral candidates (e.g. scholarship-holders and those on educational grants, with children, with disabilities, from an international background).

## Operating areas

### Membership activities

**Objectives:** Arrange a contact day for doctoral candidates who are active in the union locally or are interested in becoming active.

Hold the AGM.

Disseminate information to members on what SDF does and important issues for doctoral candidates.

Maintain an active Facebook page in order to both disseminate the SDF message and to promote debate/discussion among members.

Make members aware of the SULF Day.

**Activities:** Contact Day in April/May.

Arrange the AGM in October/November.

Publish a newsletter 2-3 times per term.

Continually update and market the SDF Facebook page.

Create awareness of the SULF Day.

## Recruitment

**Objective:** Increase the number of doctoral candidate members of SULF.

Continue to develop recruitment and information material.

**Activities:** Most recruitment occurs locally. Consequently SDF must support locally-active doctoral candidates in order for them to recruit more members and increase the number of active doctoral candidates at all universities. SDF will also support local operations aimed at the organization of working groups concerning doctoral candidate issues and collaborate with student union doctoral candidate committees.

SDF information and material now available to doctoral candidates in both Swedish and English. The development, follow-up and use of this material, as well as communicating in both languages, must become a natural part of operations.

## Board

**Objectives:** Maintain an active Board who meet 2-3 times/term, with mail, online and virtual meetings in between.

Training of Board.

Transfer to 2017 Chair/Board.

Job specification for Chair and members of SDF Board.

**Activities:** Board members. A two-day residential course is recommended.

The Board is encouraged to participate in the basic union course. After which any further training needs for their role as elected representative should be identified.

Evaluation and structured transfer to 2017 Chair/Board.

Establish a job specification for the SDF Chair and Board members which will be available online in preparation for the Nominations Committee's Board recruitments for 2017.

## Advocacy and opinion building

**Objectives:** Two debate articles/written submissions.

Be visible/referenced to in the research debate.

Collaboration with Saco Student Council.

Cooperate with SFS-DK.

Market Facebook postings.

Activities : Two debate articles/written submissions or equivalent, at least one per term.

Play an active role in research policy advocacy and information dissemination, for example through lobbying and providing information on request.

Meet with Saco Student Council Presidium. Depending on the issues the Saco Student Council takes up during the year and the approach they choose, take a position and participate in activities that are relevant to doctoral candidates.

Cooperation on specific issues with SFS-DK is desirable. Contact has been established and it is recommended that the Chairs visit each other's Boards, or possibly that everyone meets to discuss common issues.

Market at least four of the postings made on our Facebook page in order to reach out further and achieve greater spread.

## Budget 2016

	<b>Operations</b>	<b>Budget SEK</b>
<b>Membership activities</b>	Contact Day	20 000
	AGM	15 000
	SULF Day	2 000
<b>Recruitment</b>	<i>Included in Contact Day and locally at universities</i>	
<b>Board</b>	Board meetings (including residential and transfer)	60 000
<b>Advocacy and opinion building</b>	Saco Student Council (travel and attendance fee at central conference, Congress, Chairs' Network)	13 000
	SFS-DK	7 000
	Marking postings on Facebook page	2 000
	<b>TOTAL</b>	<b>119 000</b>