Job Description
PhD 2nd Supervisor   and   PhD Co-Supervisor

It is departmental policy that every PhD student should have one main supervisor, referred to here as the *primary supervisor*, and a *2nd supervisor*. Both these supervisors must be academics at the department where the student is officially registered. In some cases, where appropriate, there will also be a *co-supervisor*.

The role of 2nd supervisor is to provide academic support when the primary supervisor or co supervisor (where present) is unavailable and cannot provide full guidance to the student. In cases of extended absence (e.g., sabbatical leave) or extended sick leave of the primary supervisor, the 2nd supervisor may take a more direct involvement and academic responsibility for the student's progress until a temporary replacement primary supervisor is assigned. Unlike a co-supervisor, the 2nd supervisor is not expected to provide a major role in directing the research or taking active role in the supervision process other than in the circumstances mentioned above.

The 2nd supervisor is expected to:

- monitor the student's progress,
- be a member of the Early State Assessment (ESA) and Late State Assessment (LSA) teams,
- check, whether, in their opinion, the student has done enough work to complete the PhD successfully;
- if not, they should discuss with the 1st supervisor, and/or alert the DPGS. The 2nd supervisor will also co-sing the ESA and LSA milestone forms.

Those 2nd supervisors who take more active role than that described above may be re-designated as co-supervisors.

In some cases, the role of the 2nd supervisor will be played by a co-supervisor, depending on the nature of the research project:

- A co-supervisor may, but need not be part of the same department (e.g., in case of interdisciplinary areas the co-supervisor is often from a different department).
- If the co-supervisor is from the same department as the primary supervisor, then his/her role will naturally subsume that of a 2nd supervisor, and the allocation of a 2nd supervisor is not required.
- In any case, and in accordance with the college regulations, a PhD student cannot have more than 3 supervisors/co-supervisors.