**Individual Development Plan for Postdoctoral Scholars**

***Adapted and used with permission from the Federation of American Societies for Experimental Biology (FASEB)'s Science Policy Committee***

## **Individual Development Plans (IDPs)** for postdoctoral scholars provide a planning process that identifies both professional development needs and career objectives for the individual postdoc. Furthermore, IDPs serve as a communication tool between postdoctoral scholars and their mentors. An IDP can be considered one component of a broader mentoring program that needs to be instituted by all types of research institutions.

**Goals of the IDP:**

Help the postdoctoral scholar identify:

* Long-term career options he or she wishes to pursue and the necessary tools to meet these; and
* Short-term needs for improving current performance.

**Benefits of the IDP:**

The IDP provides postdoctoral scholars with a process that assists in developing long-term goals. Identifying short-term goals will give postdocs a clearer sense of expectations and help identify milestones along the way to achieving specific objectives. The IDP also serves as a tool for communication between the postdoctoral scholar and his or her faculty mentor/supervisor/Pl.

**Outline of IDP Process:**

The development, implementation and revision of the IDP require a series of steps to be conducted by the postdoctoral scholar and her or his mentor. These steps are an interactive effort, so both the postdoc and the mentor must participate fully in the process.

*...for Postdoctoral Fellows*

**BASIC STEPS**

*...for PIs/Faculty Advisor/Mentors*

Step 1:

Step 2:

Step 3:

Step 4:

## Conduct a self-assessment; look at your skills, interests and identify areas where you want to improve, gain more knowledge or strengthen skills.

Discuss goals and opportunities with mentor.

Write an IDP, share with mentor and revise, if needed.

Implement the IDP. Revise the IDP as needed.

Become familiar with available opportunities, especially those offered through UNC's Office of Postdoctoral Affairs (OPA) [http:// postdocs.unc.edu].

Discuss opportunities with postdoc.

Review postdoc's IDP and offer input.

Establish regular review of progress and help revised the IDP as needed.

This document was adapted by Dr. Rhonda Sutton, former director of the Office of Postdoctoral Affairs at North Carolina State University and current counselor at lnnerSights Counseling and Consultation, Inc. Email: rhonda@innersightscounseling.com

**Postdoctoral Scholar Individual Development Plan**

Name of Postdoctoral Scholar: Click or tap here to enter text. Implementation Date: Select date here:\_

Department: Click or tap here to enter text.

# GOALS FOR THE POSTDOCTORAL EXPERIENCE

Research Projects postdoc is expected to undertake as well as any independent research projects the postdoc hopes to pursue:

Click or tap here to enter text.

Skills postdoc wishes to gain during postdoctoral experience (research, teaching, etc.):

Click or tap here to enter text.

Number of Articles postdoc plans to publish from postdoctoral experience (also note any goals to be first author, which journals to submit articles, collaborations in writing, etc.):

Click or tap here to enter text.

Grantwriting endeavors postdoc wishes to undertake (i.e., training grants, postdoctoral fellowships, co­ author as senior personnel on a research grant, etc.).

Click or tap here to enter text.

National or Other Professional Meetings or Conferences postdoc would like to attend (also note any goals to present a topic, moderate a discussion, etc.):

Click or tap here to enter text.

Mentoring or Supervision of undergraduate or graduate students (or others) postdoc would like have responsibility for:

Click or tap here to enter text.

Teaching Experience postdoc would like to gain (course lectures, assistance with classes):

Click or tap here to enter text.

Service Activities that are of interest to the postdoc (serving on committees, assisting with departmental endeavors, etc.):

Click or tap here to enter text.

Additional Professional Development opportunities the postdoc would like to engage in (such as attending Office of Postdoctoral Affairs seminars/workshops; attending career fairs; strengthening presentation or English-speaking skills, etc.):

Click or tap here to enter text.

# CAREER GOALS

What type of career is the postdoc interested in pursuing (faculty position in a research institution, faculty position at a teaching college, research scientist in industry, entrepreneur, etc.):

Click or tap here to enter text.

What does the postdoc need to achieve/accomplish to pursue his/her career goals (keep in mind the postdoctoral position is meant to be one that fosters independence as a researcher and a scientist; what will the postdoc need to be competitive for the career s/he wants to pursue)?

Click or tap here to enter text.

When does the postdoc anticipate starting his/her job search?

Click or tap here to enter text.

Are there issues/concerns that impact the postdoc's job search (such as visa issues, limited ability to move to a different area, etc.)?

Click or tap here to enter text.

# ADDITIONAL GOALS/CONCERNS

# Click or tap here to enter text.

This Individual Development Plan (IDP) was reviewed and discussed and will be used as a working document to assist both the postdoctoral scholar and the Pl/faculty advisor with the overall goals, endeavors and expectations associated with the postdoc's appointment.

Date Reviewed: Click or tap to enter a date.

Enter name here. Enter name here

Name of Postdoctoral Scholar Name of Pl/Faculty Advisor

Retype name, as signature Retype name, as signature

Signature of Postdoctoral Scholar Signature of Pl/Faculty Advisor