

# Individual Development Plan

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**Name:**

**Date:**

**Primary Mentor:**

**Co-Mentor(s):**

## Self Assessment

*With the help of your mentor, please detail the research areas and skills in which you are already adept, and those areas where you need more support.*

*Example:*

Research Areas	Strengths/Experience	Areas for Improvement
<i>Scientific Writing Skills</i>	<ul style="list-style-type: none"> <li>Completed a dissertation</li> <li>Took class on writing</li> </ul>	<ul style="list-style-type: none"> <li>How to synthesize data</li> <li>Data visualization for journals</li> <li>How to respond to reviews</li> </ul>

Research Areas	Strengths/Experience	Areas for Improvement
<i>Translational Research Expertise</i>		
<i>Translational Research Methods</i>		
<i>Leadership Skills</i>		
<i>Oral Presentations Skills</i>		

<i>Scientific Writing Skills</i>		
<i>Identifying Funding Opportunities</i>		
<i>Other Career Development</i>		

Based on this self assessment, please use the below table to specify your goals, plans, and benchmarks for the upcoming year. For each section of Goals and Objectives, please specify objectives that you will focus on for the coming year. Please follow the example set in the below sample table entry.

*Example:*

<b>Goals and Objectives</b>	<b>Actions, Education, or Training Planned</b>	<b>Relevance to Research Project</b>	<b>Benchmarks for Successful Completion</b>	<b>Target Dates for Completion</b>
<b><i>Scientific Writing Skills</i></b>  Specific Objectives: 1. Improve grantwriting skills 2. Publish five papers in academic journals	1. Take grantwriting course through x mechanism  2. Submit two abstracts a month to journals	1. Workshop will improve my chances of furthering research in subsequent grants  2. Higher publishing rate will strengthen my promotion case and secure standing in academic environment	1. Enroll in grantwriting seminar, exit seminar with clear and concise specific aims page  2. Hit submission goals monthly, have five abstracts accepted for publication	1. January 2017  2. Last day of every month for submissions, June 2017 for overall total of papers accepted

Goals and Objectives	Actions, Education, or Training Planned	Relevance to Research Project	Benchmarks for Successful Completion	Target Dates for Completion
<p><b><i>Translational Research Expertise</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				
<p><b><i>Translational Research Methods</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				
<p><b><i>Leadership Skills</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				
<p><b><i>Oral Presentations Skills</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				
<p><b><i>Scientific Writing Skills</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				
<p><b><i>Identifying Funding Opportunities</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>				



<p><b><i>Other Career Development</i></b></p> <p>Specific Objectives:</p> <ol style="list-style-type: none"><li>1.</li><li>2.</li></ol>				
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### Full-time Effort Calculations

Please indicate your estimated current and future effort for each of the areas below.

#### My Current Effort

- Clinical Service: \_\_\_\_\_%
- Teaching: \_\_\_\_\_%
- Research: \_\_\_\_\_%
- Administration: \_\_\_\_\_%

#### My Ideal Future Effort

- Clinical Service: \_\_\_\_\_%
- Teaching: \_\_\_\_\_%
- Research: \_\_\_\_\_%
- Administration: \_\_\_\_\_%

### Three to Five Year Vision and Goals

In a brief paragraph, describe your overall 3-5 year career plan.

### Are there any essential resources or assistance you presently do not have but need in order to achieve the objectives in your one year plan?

Provide a bulleted list of resources or assistance you need.

### Significant Accomplishments in Previous Year

Provide a bulleted list of your recent accomplishments.

### This plan was reviewed and discussed with (signatures):

Faculty Member/Fellow \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name \_\_\_\_\_

Primary Mentor \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name \_\_\_\_\_

Secondary Mentor(s) \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name(s) \_\_\_\_\_