My Individual Development Plan (MyIDP) for UVM Postdoctoral Students

MyIDP is an annual planning tool to help you
1. Progress through your research training program
2. Achieve your career objectives.

Purpose
- Identify long-term career goals and the steps necessary to meet those goals.
- Identify short-term training-related goals to help you complete your research projects.
- Facilitate ongoing guidance conversations between you and your faculty adviser.

Outline of the myIDP process

1. Look Ahead (long-term): Describe career goals and set objectives.
   a) Describe your career objectives and re-visit these annually. It’s okay if your career goals change as you advance through the program.
   b) Set goals for progressing toward your career objective.

2. Look Back: Review your progress in terms of research and professional training in the past year.
   a) Assess your research progress over the past year.
   b) List your accomplishments in the past year – how have they have helped you progress toward achieving your stated goals?
   c) Describe challenges you are facing in – what assistance, resources or mentoring might help?
   d) Update and attach your CV. This will make it easier for you to apply for funding, internship, and/or job opportunities (and helps faculty who are writing letters of recommendation for you).

   a) Set goals for your research project in the coming year.
   b) Set training goals (anticipated publications, meetings, fellowship applications, teaching),

4. Implement your myIDP
   a) Meet with your advisor and/or dissertation/thesis committee to discuss your myIDP and identify strategies in which your advisor can facilitate you achieving your goals.
   b) Revise, as necessary, based on this conversation.

   Note: Visit http://myidp.sciencecareers.org/ for an online, more thorough skills assessment and career planning tool.

Name ___________________________________________ Date ________________
Part I - Describe career goals and set objectives.

a) Describe your current career goal(s).
   - What are your primary interests? (e.g. research, teaching, business, government, writing)
   - What are the primary factors driving your career goals, plans and decisions? (e.g. career interest; family commitments; geographic priorities; financial objectives; etc.)

b) Set objectives for progressing toward these career goal(s) in the coming year.
   - What steps are you taking to enhance your ability to attain these goals?
   - What additional training or skills would most benefit you in preparing for your next role?
   - Are you interested in doing an internship? How will you seek internship opportunities?
   - Are you interested in teaching? How will you seek teaching opportunities?
   - When do you anticipate beginning a job search?
Part II – Review your progress: research and professional training in the past year.

a) Provide a short overview of your research project(s) (2-3 sentences) and briefly describe your research progress in the past year.

b) Briefly describe your activities and accomplishments in the past year.
   - Publications
   - Patents
   - Honors or awards
   - Presentations at professional meetings (indicate title, oral or poster presentation)
   - Grants or fellowships
   - Teaching experiences
   - New research skills acquired

c) How successfully did you meet last year’s goals? Are there top-priority goals that you didn’t meet?
   - Describe any difficulties or challenges that you are facing in your research.
   - What factors caused or contributed to these difficulties?
   - What assistance, resources or mentoring might help you accomplish your research goals?

d) Attach a copy of your updated CV.
Part III – Set research goals for the upcoming year.

a) Set goals for your research project in the coming year.
   - Anticipated publications (include planned title, journal, and approximate submission date)
   - Plans to present research (name meeting/University/Organization, date, poster vs. presentation)
   - Research methods or technical skills to learn

b) Set training goals.
   - Courses to take
   - Writing, teaching or presentation skills to work on
   - Desired meeting or workshop attendance
   - Fellowship or other funding applications planned (indicate name of award, due date)
Part IV – Implement your myIDP.

a. Meet with your advisor to discuss your myIDP.

b. Identify strategies by which your advisor can facilitate you reaching your career goals.
   - What can your advisor do differently to best support you in reaching your immediate research and training goals?