**Postdoctoral Researcher Mentoring Plan (Template)**

<Number> postdoctoral researchers will be supported by this project and their professional development will be enhanced by a structured program of mentoring activities. The goal of this program is to ensure that the postdocs gain the scientific, technical, and professional skills necessary to excel in their careers. To accomplish this goal, the plan will follow the mentoring guidance informed by *Enhancing the Postdoctoral Experience for Scientists and Engineers: A Guide for Postdoctoral Scholars, Advisers, Institutions, Funding Organizations, and Disciplinary Societies*(National Academies of Science & Engineering and Institute of Medicine, 2000) enhancing the postdoctoral experience. A structured mentoring plan will be pursued that includes career planning assistance, and opportunities to learn a number of critical skills such as writing grant proposals, teaching students, writing articles for publication, communication skills and supervising employees and mentoring students.

Specific elements of the mentoring plan will include the postdoctoral researcher’s:

* Development of an **individual development plan** to define the expectations and goals of postdoctoral researcher. Through a combination of **self assessment and formal evaluations** (at least annually) the postdoc will ensure that their goals are appropriate and are being achieved.
* Regular attendance at seminars and workshops organized by the Syracuse University Office of Sponsored Programs (OSP) on **funding opportunities, writing competitive grant applications, the grant submission process, crafting budgets and budget narratives and best practices for the responsible management of sponsored awards.**
* Participation in seminars and workshops on **teaching and learning** and advice on preparation of the teaching statement required for a faculty application.
* Attendance at the active **journal club** run by the department’s postdocs and graduate students. This club meets weekly on <>. The participants discuss and critique recent journal articles in the field and to discuss how to write and submit journal articles.
* **Presentation of research results at one or more conferences each year:** <provide details>
* Participation in the weekly research group meetings of the <describe lab> groups, as appropriate. All group members will be expected to present their research regularly, and feedback and coaching will be given to help all members to **develop their communication and presentation skills.**
* Participation in a monthly brown bag lunch series for postdoctoral fellows and graduate students in the <name> Department, in which speakers will be invited to discuss subjects related to **career development** such as how to apply for a faculty position, career paths outside of academia, tips for negotiating salary and start-up funds, how to plan and independent research agenda, etc.

Success of this mentoring plan will be assessed by tracking the progress of the postdoctoral researchers through their individual development plan, with interviews to assess the postdoc’s satisfaction with the mentoring program, and tracking of the postdoctoral fellow’s progress toward their career goals after finishing the postdoc.

Adapted from Duncan Brown and Template from Stevens Tech.