**Postdoctoral Fellows Mentoring Plan**

**This Postdoctoral Researcher Mentoring Plan** has been prepared for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The Plan establishes guidelines for work to be performed by Postdoctoral Fellow trainees in Maryland.

**1. Orientation. \_\_\_\_\_\_\_***Describe office/departmental orientation program***\_\_\_\_\_\_\_\_\_**. The \_\_\_\_\_*office/department* \_\_\_\_\_ will have specific orientations that include in-depth conversations between the faculty mentor and the academic trainee. Mutual expectations will be discussed and agreed upon in advance. Orientation topics will include (a) the amount of independence the trainee requires, (b) interaction with other members of the research group and collaborators, (c) productivity including the importance of scientific publications, (d) work habits and laboratory safety, and (e) documentation of research methodologies and experimental details so that the work can be continued by other researchers in the future. Each trainee and mentor will complete the Individual Development Plan when starting research projects and annually thereafter.

**2. Career Counseling** will provide the trainee with the skills, knowledge, and experience needed to excel in his/her chosen career path. The trainee will be encouraged to discuss career options with a broad range of faculty, and colleagues at the home institution, university system and beyond.

**3. Experience with Preparation of Grant Proposals** will be gained by direct involvement of the trainee in proposals prepared by primary faculty mentor and collaborators. The trainee will have an opportunity to learn best practices in proposal preparation including identification of key research questions, definition of objectives, description of approach and rationale, and construction of a work plan, timeline, and budget. The trainee will attend grant writing workshops and identify individual awards for which he/she is eligible. The \_\_\_\_\_\_*Office/Department/Lab*\_\_\_\_\_\_\_ will facilitate training.

**4. Publications and Presentations** are expected to result from the trainees’ research. These will be prepared under the direction of the faculty mentor and collaborators as appropriate. The Postdoctoral Researcher will receive guidance and training in the preparation of manuscripts for scientific journals and presentations at conferences. The \_\_\_\_\_*fill in* \_\_\_\_\_ will be one of the mechanisms for training, in addition to external workshops at *\_\_\_\_\_\_describe conference/external meeting\_\_\_\_\_.*

5. **Teaching and Mentoring Skills** will be developed by guiding research of the research group and will assist each other with solutions to challenging research problems. Trainees will attend conferences including *\_\_\_\_fill in, e.g., UMBC CIRTL, other \_\_\_\_\_\_\_\_.*

**6. Instruction in Professional Practices** will be provided on a regular basis in the context of the research work and will include fundamentals of the scientific method, laboratory safety, and other standards of research. In addition, trainees will pass formal coursework in Ethics or Responsible Conduct of Research. Trainees will affiliate with one or more professional societies in his/her chosen field.

**7. Success of the Mentoring Plan** will be assessed by monitoring professional progress of the trainee through the “pre-professoriate” tracking progress that leads to applying or converting to faculty positions.