**MMI Postdoctoral Fellow**

Professional Development Report

Date:

Fellow’s name:

Research Advisor:

Year in Post: 1st 2nd 3rd

**Part A – Research Progress**

*Provide a brief description of your project outlining this year's major benchmarks and accomplishments.*

**Part B – Individual Development Plan**

To better prepare postdoctoral scholars for careers in the biomedical workforce, the NIH encourages institutions with any NIH support to develop an institutional policy requiring an Individual Development Plan (IDP) for every graduate student and postdoctoral scholar. The IDP is an instrument that offers a trainee and his or her advising team a formal opportunity to define the goals and aspirations and to discuss and recommend actions that will place the trainee in the best position to successfully realize their preferred career path. The IDP is intended to work as a dynamic template that should be revised regularly to guide the trainee's progress toward the stated research and career goals.

Prior to meetings with your committee members, please fill out the following as a basis for discussion

**1. Career Goals**

*Briefly outline your long-term career goals*

**2. Opportunities for Development/Practice of Professional Skills During the Past 6 Months**

*For example:*

* *Speaking/Presentations*
* *Manuscript preparation*
* *Reviews of grants and manuscripts*
* *Grant proposals submitted*
* *Teaching/Mentoring*
* *Leadership activities*
* *Professional Interactions*

**3. Professional Goals for the Next 6 Months**

*For example, are you planning on attending a scientific meeting or taking a professional development course, (see opportunities at* [*http://www.jhu.edu/~pdo/*](http://www.jhu.edu/~pdo/) *,* [*http://www.jhsph.edu/offices-and-services/center-for-teaching-and-learning/*](http://www.jhsph.edu/offices-and-services/center-for-teaching-and-learning/) *and*[*http://bci.jhmi.edu*](http://bci.jhmi.edu/)*)?*

**4. In Preparation for the Next Step**

* When do you anticipate leaving your fellowship position? If you are close to leaving, what do you need to accomplish?
* Have you thought about which people you will request reference letters from (for additional postdoc, job, fellowships), in addition to your advisor? If so, list them along with a brief description of why you feel they can provide strong letters of support for you.
* Are you applying for a faculty position, Transition to Independence Award (K99/R00 or K22), foundation fellowships, internships, other degrees, or a biotec/pharma job? Are there ways that either your advisor or thesis committee members could help you in your search?

**5. Career Recommendations and Action Items**

*Please document here the recommendations and suggestions made by committee members to aid in meeting career goals*

Signatures

Advisor (print)

Committee Members (print)

(print)

(print)

(print)

Student/Postdoc (print)

**Return the signed form to Gail O’Connor in E5008**