# Example 2

Career planning and professional development

* I will work with postdocs to design an individual development plan (attached) describing their research, training, and career goals as well as the approaches they will take to achieve those goals. We will review and revisit this plan on a regular basis.
* I will meet weekly with postdocs to discuss their progress on research projects and to identify and resolve any difficulties carrying out their work.
* Postdocs will be encouraged to attend the following workshops on responsible conduct of research, career opportunities, resume writing, and interview skills.
	+ Interview Dos and Don’ts *Spring Semester*
	+ Interviewing and Networking Strategies for International *Spring Semester*
	+ CV to Resume Workshop *Fall Semester*

Communication skills

* Postdocs will improve their ability to communicate research findings by presenting and obtaining feedback on their research at regularly scheduled lab meetings.
* Postdocs will also have an opportunity to present their research at our weekly departmental colloquium series at which faculty, graduate students, postdocs, and invited speakers present on a rotating basis.
* Postdocs will be invited to join me in teaching a freshman seminar on our research topic. This will give them experience presenting complex scientific information to an audience of non-experts, and it will provide valuable teaching experience.
* Postdocs will be encouraged to attend the following professional development workshops to enhance their communication skills.
	+ Conference Preparation I: Writing an Abstract *Spring Semester*
	+ Conference Preparation II: Abstract Accepted, Now What? *Spring Semester*

Scientific and technical skills

* Postdocs will work under my guidance and with assistance from senior lab members and faculty collaborators to develop the scientific and technical skills necessary to carry out this research program.
* Postdocs will add to their scientific knowledge by reading and discussing scientific literature with me and other members of the lab and participating in journal clubs and seminars related to this research.

Grants management

* I will involve postdocs in the preparation of new grant applications and competing renewals.
* I will encourage postdocs to apply for independent research support, such as a National Science Foundation postdoctoral fellowship or a National Institutes of Health Pathway to Independence award. I will provide guidance as they develop these grant applications.
* Postdocs will be encouraged to attend the following grant workshops.
	+ Writing Successful Grants *Fall Semester*
	+ Multi-year Funding Opportunities *Fall Semester*
	+ Funding International Research and Study Abroad *Fall Semester*

Laboratory management

* Postdocs will be required to receive training in lab safety, animal care and use, and responsible conduct of research.
* Postdocs will be involved in day-to-day management of lab operations (e.g., ordering laboratory supplies, overseeing the lab budget, maintaining research equipment and facilities, ensuring compliance with safety standards).
* Postdocs will be involved in training and mentoring undergraduate and graduate students.