

## Individual Development Plan for Predoctoral Fellows

Individual development plans (IDPs) provide a planning process and structure that identifies both professional needs and career objectives for the individual fellow. Furthermore, IDPs serve as a communication tool between fellows and their mentors. An IDP can be considered one component of a broader mentoring program.

Goals of the IDP: Help the fellow identify long-term career options and the necessary tools to meet these and short-term needs for improving current performance.

Outline of the process: The development, implementation, and revision of the IDP require a series of steps to be conducted by the fellow and mentors. These steps are an interactive effort requiring all to participate fully in the process.

### Basic Steps

#### ... for the fellow

- Step 1:** Conduct a self-assessment; look at your skills and interests and identify areas where you want to improve, gain more knowledge or strengthen skills.
- Step 2:** Discuss self-assessment, goals, and opportunities with mentors based on a draft IDP. Revise your IDP and share with mentors and PIs and make further revisions if needed.
- Step 3:** Implement the IDP. Revise as needed and update for progress reports.

#### ...for Mentors/PIs

- Become familiar with available opportunities for the fellow.
- Discuss self-assessment and provide feedback; consider goals. Provide feedback.
- Provide feedback and tailored opportunities and establish regular review of progress and help revise the IDP as needed.

Name

Date of this update: YYYY Mon DD

<b>Milestone</b>	<b>Planned</b>	<b>Achieved</b>
	YYYY Mon DD	YYYY Mon DD
Start doctoral program		
Start the fellowship		
Submit initial individual development plan		
Pass the qualifying examination (<12 months after matriculation)		
Co-author at least one manuscript submitted for publication*		
Form dissertation committee		
Defend and obtain final approval for a proposal for a cancer-related 3-manuscript dissertation (<12 months after passing the qualifying exam)		
Submit 1st dissertation manuscript for publication		
Successfully defend the dissertation (<18 months after proposal was approved)		
Secure appropriate postdoc/research position		

**NB:** when changing dates, strike through old dates and add new dates

\* Note, progress toward this milestone goes on papers table until acceptance and CV when fully "in progress."

## **I. Background and career goals**

Career goals:

Current research interests:

Developmental research interests:

Overall goals for the fellowship:

## **II. Mentors [indicate role(s) for each]**

**Year 1:**

**Year 2:**

**Year 3:**

**Year 4:** (if needed)

## Curriculum Table – Overall Plan

This is designed to convey expectations and to facilitate overall planning. The curriculum blocks are broad categories of activity, and specific objectives and activities should be tailored for the individual. Use the separate reporting document to report specific activities and plans for the upcoming 6 months.

Curriculum blocks	Objectives	Activities (courses, seminars, meetings, publications, proposals etc.)	Date
Block 1 <b>Cancer Prevention &amp; Control</b> – e.g., basic genetics, cancer epidemiology, MD Anderson and other seminars in cancer prevention/control			
Block 2 <b>Intervention Development &amp; Evaluation</b> – e.g. epidemiology and needs assessment for problem definition; systematic review and theory for method selection; intervention mapping for intervention development; implementation and dissemination science, advanced program evaluation			

Curriculum blocks	Objectives	Activities (courses, seminars, meetings, publications, proposals etc.)	Date
Block 3 <b>Data Analysis, Research Design and Measurement</b> – e.g., advanced statistics, big data, qualitative analysis; data analysis experience, measure development/ validation, research design, GIS			
Block 4 <b>Publication and Presentations</b> – Publish $\geq 1$ co-authored paper before the dissertation; submit $\geq 1$ dissertation paper before graduation; keep papers table up to date; comply with NIH public access requirements; make $\geq 1$ presentation at a national meeting; review manuscripts and resubmissions (pre-postdoctoral seminar)			

Curriculum blocks	Objectives	Activities (courses, seminars, meetings, publications, proposals etc.)	Date
Block 5 <b>Research Grant Development and Management Practice</b> - e.g., participate in the articulation of research questions and study aims, an IRB submission, recruitment of study participants, selection/ justification of measures, data collection, data management, data analysis, management of team publication activities; review proposals (pre-postdoc and dissertation proposal seminars)			

Curriculum blocks	Objectives	Activities (courses, seminars, meetings, publications, proposals etc.)	Date
Block 6 <b>Dissertation Research</b> – Develop a concept paper for the dissertation; form a committee and timeline; take a dissertation proposal development course; defend the proposal and obtain IRB and other clearances; consider writing an F31; submit dissertation ms #1 before graduation; complete/defend the dissertation			
Block 7 <b>Responsible Conduct of Research</b> – e.g., CITI training, other activities related to the NIH priorities, including protecting the rigor and transparency of research			

Curriculum blocks	Objectives	Activities (courses, seminars, meetings, publications, proposals etc.)	Date
Block 8 Other Career Development <b>1. Meetings</b> <b>2. Teaching experience</b> <b>3. Applications for postdoc fellowships/ research positions (prepare cover letters, job talks)</b> <b>4. Transition to a cancer-related postdoc/ research position</b>			