

Career Goals, Individual Development Plan, and Mentorship

CFAR is providing three sets of materials to help early career investigators make the most of their early career and maximize their relationship with their mentor(s). The set of materials includes:

- 1) A career plan with current activities and short- and long-term goals. The best way to complete this is to review the materials, take some time to think about it, make a draft, reconsider, and then finalize. The actual writing will take about an hour or less. The thinking could take more time—that is up to you. (Document: [CareerPlan_2024.docx](#))
- 2) An individual development plan (IDP). The IDP should be completed by registering at this website: <http://myidp.sciencecareers.org/> and completing the various parts. It will address your skills, interests, and values. The goal is really for you to reflect on what you do well, what you want to do well, and think seriously about how to get there. We would encourage you to complete the IDP before you finalize the career plan.
- 3) Obtain a copy of your advisor/mentor's CV and one NIH biosketch. Review the CV and biosketch and review and think about the questions in the document, [ReviewingMentorCV_2024.docx](#).
- 4) After reviewing the CV and biosketch and with your materials from #1 and #2 in hand, complete the questions about your style of working with a mentor ([BeGoodMentee_2024.docx](#)). Take the time to reflect on the questions and your answers.
- 5) After completing steps 1-4, meet with your mentor (depending on their availability, make the appointment before everything is complete!). Use the document, [MentorInterview2024.docx](#), as a guide for the interview. You may wish to review this document before completing the other steps, as a guide to getting the most out of each step.

After completing all the steps, revisit any of them at any time that you need to. Be sure to re-examine your short- and long-term goals regularly (at least every 6 months or so). And for the more reflective materials, review and think about what has changed. This process will keep you in touch with yourself, your needs, and your goals.