

Trainee Mentoring Plan

Trainee:

Preceptor (describe relationship and expectations)

Clinical Mentor (for physician-scientists):

Fellowship Year:

Trainee

Date: _____

Fellowship Goals: List up to 3 broad goals to be met during your fellowship, and how you think that your involvement in the fellowship can help you reach these goals. Goals and fellowships role should be reasonably specific and measurable.

Goal	Fellowship’s/Mentor’s Role

Research Goals: List current projects and new projects that you would like to start or become involved in (including research interests). Also list what you would like the fellowship’s role to be (including involvement of specific faculty or other fellows, coursework, development of grant related skills).

Current projects	Fellowship’s Role/Expectations of Mentor
New projects and/or Research Interests	Fellowship’s Role/Expectations of Mentor

Skills desired: List skills desired, and how you see yourself obtaining those skills (working with other fellows/faculty, coursework, grant writing, methodological, statistical, writing for publication).*Example: new technologies, quantitative research methods and experience with large data sets*

Skills desired	Fellowship’s Role

Professional Development/Activities: Presentations/Publications, participation in studies, professional organizations.

Activity	When scheduled, duration, frequency

Check-list for Trainees (to be completed annually)

First year

Create Individual Development Plan (IDP) with your preceptor and update every 6 months

Responsible Conduct of Research (first year)

Successful completion of Responsible Conduct of Research series offered by The Office of Regulatory Compliance. A certificate of completion is required.

Education & Career Development Activities (e.g. grant writing, lab management, presentation skills)

Regular attendance at LHNC Research in Progress Series, Cancer Center Seminars, other Departmental seminar series, Tumor Board and Grand Rounds

Regular participation in career development activities offered through UCD AMC (e.g. Grant Writing Workshops, statistics short course etc.)

Participate in physician shadowing activities, meet with clinical co-mentor

Independent Support

Submission of a grant application for some independent support;

Progress Updates & Program Evaluation

Meet with your preceptor at least quarterly to review your progress

Submit an annual report of your progress for submission to NIH

Meet with Director semi-annually to review progress

Participation in anonymous program feedback and review

After the conclusion of T32 support, trainees will be expected to inform the LHNC T32 program of their positions and funding in perpetuity

National Meeting

Attendance at national conference

Presentations & Publications

Present annually to your mentorship and executive committee

Present at T32/ Dept. Research Day

One presentation in a seminar series in your field at UCD AMC or affiliate during each year of support

Submission of an abstract for presentation at a national meeting during each year of support

One or more original manuscripts in press by the end of the second year of support

ACKNOWLEDGE THE T32

All scholarly publications related to research supported by this grant must contain the following statement: “[TRAINEE NAME] is supported in part by Grant Number T32 CA174648 from the National Cancer Institute.”

It is each Trainee's responsibility to ensure that the T32 grant is properly acknowledged in press and PubMed

Trainee Evaluations are completed anonymously online using surveymonkey.com

Questions below are representative

Trainee evaluation of program activities

1. What were the overall positive and negative aspects of your research training experience?
2. Did you become more effective at communicating scientific concepts?
3. Has the training program helped you make connections/collaborations with other trainees and Mentors?
4. Did you have sufficient opportunity to present your research at local and national meetings?
5. Did your research training prepare you adequately for writing and critiquing grants?
6. Which of the various workshops on career training did you find most valuable?
7. Have you been trained to be a critical-thinking, independent scientist?
8. What additional training would have enhanced your ability to succeed as an independent investigator?
9. What would you change to improve the LHNTF?

Trainee evaluation of mentorship quality

1. Were the interactions with your Mentor sufficient in terms of quality and quantity?
2. Did the lack of any technical or methodological techniques limit your research?
3. Were you able to discuss your work with other faculty or knowledgeable postdoctoral fellows?
4. Did your research training prepare you to set up an independent lab?
5. What additional assistance would you like to get from your Mentor?