

# Resources for Professional/Career Development

## Planning Your First Year

### Vision

My long-term training plan is to (try to look 3-5 years ahead):

My short-term training plan is to (up to one year from now):

### Suggested Grants Development Workshops

- Discuss NSF GRFP with NACS Grants Development Specialist
- Intro to the NIH and Its Grant Mechanisms
- Biosketch and sciENCv
- NACS 728M (grant writing course run every other year)
- Grant Writing Course (NACS Grants Development Specialist)

### Suggested Career/Professional Development Seminars

- Time Management
- Mentoring and Becoming a Mentor
- Diversity
- The Graduate School Writing Center: <https://gradschool.umd.edu/graduate-school-writing-center>
- Other(s)

### Goal Setting

I aim to achieve the following within the next 3 months:

I aim to achieve the following within the next 6 months:

I aim to achieve the following within one year:

### Regular Meetings

It is recommended to set regular meetings with your advisor and your thesis committee. The table below can be a template to help you keep track of your meetings, their agendas and action items.

Meeting Date	Agenda	Goal Setting/Action Item	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

### Completing Year 1:

I accomplished:

I plan to:

# Planning Your Second Year

## Vision

My long-term training plan is to (try to look 3-5 years ahead):

My short-term training plan is to (up to one year from now):

## Grants Development Workshops/Meetings

- Discuss NSF GRFP with NACS Grants Development Specialist
- Intro to the NIH and Its Grant Mechanisms
- Biosketch and sciENCv
- Grant Writing Course (NACS Grants Development Specialist)
- NACS 728M (grant writing course run every other year)

## Career/Professional Development Seminars

- Mentoring and Becoming a Mentor
- SciMprov Communication Winter/Summer Intersession
- The Graduate School Writing Center: <https://gradschool.umd.edu/graduate-school-writing-center>
- Networking and LinkedIn
- Transferable Skills
- Diverse Careers
- Individual Development Plan
- Other(s)

## Goal Setting

I plan to submit an NRSA (F31) fellowship to the NIH

I am meeting with the NACS Grants Development Specialist to identify grants/fellowships that suit my training needs (summarize):

I identified a funding opportunity that suits my needs and will develop a proposal, due date:

I aim to achieve the following within the next 3 months:

I aim to achieve the following within the next 6 months:

I aim to achieve the following within one year:

## Regular Meetings

It is recommended to set regular meetings with your advisor and your thesis committee. The table below can be a template to help you keep track of your meetings, their agendas and action items.

Meeting Date	Agenda	Goal Setting/Action Item	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

## Completing Year 2:

I accomplished:

I plan to:

# Planning Your Third Year

## Vision

My long-term training plan is to (try to look 3-5 years ahead):

My short-term training plan is to (up to one year from now):

## Grants Development Workshops

- Intro to the NIH and Its Grant Mechanisms
- Biosketch and sciENCv
- Grant Writing Course (NACS Grants Development Specialist)
- NACS 728M (grant writing course run every other year)

## Career/Professional Development Seminars

- The Graduate School Writing Center: <https://gradschool.umd.edu/graduate-school-writing-center>
- Mentoring and Becoming a Mentor
- SciMprov Communication Winter/Summer Intersession
- Networking and LinkedIn
- Transferable Skills
- Diverse Careers
- The Graduate School Professional Development Programs (Career panels, Versatile PhD, etc.)
- CV & Résumé
- Interviewing for Success
- Faculty Job Search
- Government Job Search
- Individual Development Plan
- Other(s)

## Goal Setting

- I plan to submit either an NRSA (F31) or a dissertation grant to an agency/foundation that is:
  - I plan to discuss Career/Professional Development with my mentor; among the topics I am most interested in learning about:
  - I plan to discuss Career/Professional Development with the NACS Grants Development Specialist; among the topics I am most interested in learning about:
  - I am actively exploring careers in science; I am interested in:
  - I identified a funding opportunity that suits my needs and will develop a proposal, due date:
  - I am attending career/professional development workshops at other events (Annual meetings, society, etc.); topics were:
  - I have a professional social presence (LinkedIn, Twitter)
  - I am actively seeking networking events to meet professionals
- I aim to achieve the following within the next 3 months:
- I aim to achieve the following within the next 6 months:
- I aim to achieve the following within one year:

## Regular Meetings

It is recommended to set regular meetings with your advisor and your thesis committee. The table below can be a template to help you keep track of your meetings, their agendas and action items.

Meeting Date	Agenda	Goal Setting/Action Item	
			<input type="checkbox"/>
			<input type="checkbox"/>

## Completing Year 3:

I accomplished:

I plan to:

# Planning Your Fourth Year

## Vision

My long-term training plan is to (try to look 3-5 years ahead):

My short-term training plan is to (up to one year from now):

## Grants Development Workshops

- Intro to the NIH and Its Grant Mechanisms
- Biosketch and sciENCv
- Grant Writing Course (NACS Grants Development Specialist)
- NACS 728M (grant writing course run every other year)

## Career/Professional Development Seminars

- The Graduate School Writing Center: <https://gradschool.umd.edu/graduate-school-writing-center>
- Mentoring and Becoming a Mentor
- SciMprov Communication Winter/Summer Intersession
- Networking and LinkedIn
- Transferable Skills
- Diverse Careers
- The Graduate School Professional Development Programs (Career panels, Versatile PhD, etc.)
- CV & Résumé
- Interviewing for Success
- Faculty Job Search
- Government Job Search
- Other(s)

## Goal Setting

- I plan to submit either an NRSA (F31) or a dissertation grant to an agency/foundation that is:
  - I plan to discuss Career/Professional Development with my mentor; among the topics I am most interested in learning about:
  - I plan to discuss Career/Professional Development with the NACS Grants Development Specialist; among the topics I am most interested in learning about:
  - I am actively exploring careers in science; I am interested in:
  - I identified a funding opportunity that suits my needs and will develop a proposal, due date:
  - I am attending career/professional development workshops at other events (Annual meetings, society, etc.); topics were:
  - I am actively meeting with professionals in careers of interest to me:
  - I am meeting with the NACS Grants Development Specialist to discuss career options and material development
  - I am developing and tailoring my job search material
- I aim to achieve the following within the next 3 months:
- I aim to achieve the following within the next 6 months:
- I aim to achieve the following within one year:

## Regular Meetings

It is recommended to set regular meetings with your advisor and your thesis committee. The table below can be a template to help you keep track of your meetings, their agendas and action items.

Meeting Date	Agenda	Goal Setting/Action Item	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

## Completing Year 4:

I accomplished:

I plan to:

# Planning Your Fifth Year

## Vision

My long-term training plan is to (try to look 3-5 years ahead):

My short-term training plan is to (up to one year from now):

## Grants Development Workshops

- Intro to the NIH and Its Grant Mechanisms
- Biosketch and sciENCv
- Grant Writing Course (NACS Grants Development Specialist)
- NACS 728M (grant writing course run every other year)

## Career/Professional Development Seminars

- The Graduate School Writing Center: <https://gradschool.umd.edu/graduate-school-writing-center>
- Mentoring and Becoming a Mentor
- SciMprov Communication Winter/Summer Intersession
- Networking and LinkedIn
- Transferable Skills
- Diverse Careers
- The Graduate School Professional Development Programs (Career panels, Versatile PhD, etc.)
- CV & Résumé
- Interviewing for Success
- Faculty Job Search
- Government Job Search
- Other(s)

## Goal Setting

I plan to discuss Career/Professional Development with my mentor; among the topics I am most interested in learning about:

I plan to discuss Career/Professional Development with the NACS Grants Development Specialist; among the topics I am most interested in learning about:

I am actively exploring careers in science; I am interested in:

I am attending career/professional development workshops at other events (Annual meetings, society, etc.); topics were:

I am actively meeting with professionals in careers of interest to me:

I am meeting with the NACS Grants Development Specialist to discuss career options and material development

I am developing and tailoring my job search material

I aim to achieve the following within the next 3 months:

I aim to achieve the following within the next 6 months:

I aim to achieve the following within one year:

## Regular Meetings

It is recommended to set regular meetings with your advisor and your thesis committee. The table below can be a template to help you keep track of your meetings, their agendas and action items.

Meeting Date	Agenda	Goal Setting/Action Item	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

## Completing Year 5:

I accomplished:

I plan to: