**Initial Career Development Plan**

*Postdocs at the Vienna BioCenter are encouraged to use this career development assessment guide approximately 3 months after their start date and have a meeting with their supervisor to discuss their plan for career development.*

A pre-requisite for an effective planning is a well-defined timeline, where experiments, goals and milestones are realistically planned. The timeline should be evaluated and revised by the Postdoc and supervisor regularly.

1. How was the onboarding process at the institute/city? Any suggestions or issues that need to be addressed?

*In case of specific suggestions, the Group Leader should communicate this to the respective person/department.*

**Self-assessment**

1. What are your strengths and skills? How will they contribute to the success of your postdoctoral training? How will they synergize with the lab/institute? Discuss with your PI if their expectations are aligned with yours.

*For example: communication skills, team leader skills, papers, presentations, techniques, etc. If you are changing fields, consider how your prior experience might be applied.*

1. In which areas do you think you could develop further?

*For example: communication skills, management, scientific expertise*.

Which steps will you take to get you there?

What could be possible pitfalls and/or opportunities?

**Goals & Objectives**

Goals are broad and long-term achievable outcomes that provide direction, while objectives define the specific and measurable actions needed to achieve the overall goal.

1. Research Goals:
	1. What is your overall goal? What specific area(s) of research do you wish to explore during your postdoctoral training?
	2. What is the aim of the project?
		1. Is the question interesting enough, is it not too broad, specific?
	3. Can it be answered realistically given current setup, methods and time of the postdoc? Are there specific methods or approaches that you would like to gain familiarity with and/or become expert in?
2. Research Objectives (list 1-3):

*For example: fellowship or grant application; anticipated publication (list tentative title if appropriate); may include objectives in the coming year or longer-term objectives. Include a relative timeline for each objective (i.e. are these objectives dependent of each other? Do some make sense to approach immediately, while others make sense to delay?)*

* List research milestones for next year (not in detail).
* List any activities in which you and your mentor agree you should participate to achieve your research objectives in the coming year.

*For example: conferences, trainings, mentoring, teaching, etc.*

* Do you have guaranteed funding for the next year? If not, what back-up plans are in place?
* Is there a contingency plan?
1. Professional Development Goals:

What professional skills would you like to acquire during your training, and how will they help you in getting closer to your career goal?

*For example: public speaking, grant writing, manuscript preparation, team-work personnel management, teaching, mentoring, etc.*

1. Professional Development Objectives (list 1-3):

*For example: courses, meeting or workshop attendance (specify if possible); teaching/mentoring; service opportunities; etc.*

* List training activities planned for next year.
* List any activities in which you and your mentor agree you should participate to achieve your professional goals in the coming year.
* Are there specific actions that you and/or your mentor can undertake that will support your success?

*For example:* *modify working styles, meetings to discuss progress, networking opportunities, including lab dynamics*.