

First Name

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Last Name

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Email address

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Preferred Pronouns:

- ☐ She/Her/Hers  
☐ He/Him/His  
☐ They/Them/Theirs  
☐ Other (specify)

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Estimate your percentage of time allocated to the following:

% Patient Care: \_\_\_\_\_

% Teaching: \_\_\_\_\_

% Administrative/Other Services: \_\_\_\_\_

% Research/Scholarship: \_\_\_\_\_

Please identify the **five areas** where you feel your mentor(s) could be the most helpful over the **next six months**.

- ☐ 1. Advise how to best allocate time across competing demands  
☐ 2. Identify opportunities (for grants, training, other areas of interest)  
☐ 3. Identify **external** speaking and leadership opportunities  
☐ 4. Identify **internal** speaking leadership opportunities  
☐ 5. Critique drafts of manuscripts  
☐ 6. Connect with colleagues outside of Sinai  
☐ 7. Introductions to other Sinai faculty  
☐ 8. Advise on promotion readiness  
☐ 9. Advise on grant writing  
☐ 10. Advise on recruitment of staff and trainees  
☐ 11. Advise on prioritizing and balancing clinical, research, and teaching duties  
☐ 12. Advise on short-term goals  
☐ 13. Advise on long-term goals  
☐ 14. Provide coaching on goals and strategies for achieving them  
☐ 15. Advise on building a clinical practice  
☐ 16. Advise on creating scholarship for a practicing clinician  
☐ 17. Advise on developing a clinical niche  
☐ 18. Advise on program development  
☐ 19. Advise on curriculum development  
☐ 20. Advise on curriculum assessment  
☐ 21. Advise on mentor skills  
☐ 22. Advise on leadership development  
☐ 23. Provide feedback on clinical performance  
☐ 24. Provide feedback on educational work  
☐ 25. Advise on/discuss balance of work and personal life  
☐ 26. Discuss challenges related to gender at work.  
☐ 27. Discuss challenges related to race, ethnicity, background at work  
☐ 28. Discuss challenges related to sexual orientation at work  
☐ 29. Other (specify): \_\_\_\_\_

Mentor(s):

Please attach your updated Sinai CV to this IDP so that your Mentor(s) can evaluate your last year's productivity in the context of your broader productivity.

Summary of activity from the 12 months prior to this committee meeting. Leave blank if not applicable.

Number of peer-reviewed publications: \_\_\_\_\_  
 Number of non-peer reviewed papers: \_\_\_\_\_  
 Number of conference abstracts: \_\_\_\_\_  
 Number of manuscripts submitted but not yet published: \_\_\_\_\_

Number of course lectures: \_\_\_\_\_  
 Number of invited presentations outside of Sinai: \_\_\_\_\_  
 Number of invited presentations within Sinai: \_\_\_\_\_  
 Number of Grand Rounds given: \_\_\_\_\_

Number of conferences that you attended: \_\_\_\_\_  
 Number of conferences attended by members of your lab (not including yourself): \_\_\_\_\_

### Active Grant Support

How many active grants do you currently receive support from:

- a) as a PI? \_\_\_\_  
 b) as a Co-I? \_\_\_\_

#### Active Grant #1

Title: \_\_\_\_\_  
 Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
 Sponsor: \_\_\_\_\_  
 End Date: \_\_\_\_\_

#### Active Grant #2

Title: \_\_\_\_\_  
 Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
 Sponsor: \_\_\_\_\_  
 End Date: \_\_\_\_\_

#### Active Grant #3

Title: \_\_\_\_\_  
 Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
 Sponsor: \_\_\_\_\_  
 End Date: \_\_\_\_\_

### Pending Grant Support

How many pending grants (submitted, but no funding decision yet made) do you have? \_\_\_\_\_

#### Pending Grant #1

Title: \_\_\_\_\_  
 Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
 Sponsor: \_\_\_\_\_ Mechanism/program: \_\_\_\_\_  
 Proposed Start Date: \_\_\_\_\_

#### Pending Grant #2

Title: \_\_\_\_\_  
 Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
 Sponsor: \_\_\_\_\_ Mechanism/program: \_\_\_\_\_  
 Proposed Start Date: \_\_\_\_\_

Pending Grant #3  
Title: \_\_\_\_\_  
Role: \_\_\_\_\_ % Effort: \_\_\_\_\_  
Sponsor: \_\_\_\_\_ Mechanism/program: \_\_\_\_\_  
Proposed Start Date: \_\_\_\_\_

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Number of mentees at each level

High school:	_____
Undergraduate:	_____
Masters' students:	_____
Medical Students:	_____
Residents:	_____
Medical Students:	_____
Fellows:	_____
Other:	_____
Total mentees:	_____

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Please create a brief summary of your current clinical work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please create a brief summary of your current teaching activities (learners, type of activities, frequency), if applicable:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please create a brief summary of your current scholarly work, if applicable: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please create a brief summary of your current administrative work, if applicable: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Briefly describe your current major project(s), if applicable.

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

## Short-Term Goals and Plans for the coming year

### Short-Term Goals

List your professional goals for the coming year. Be as specific as possible.

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Research project goals for the coming year (briefly), if applicable:

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List all manuscripts that you anticipate will be submitted within the next 12 months [rough title, your authorship position (first, middle, senior) and planned journal], if applicable.

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What type of grants (if any) do you intend to apply for in the next 12 months?

R01

Other NIH (specify): \_\_\_\_\_

NSF

Foundation

Other (specify): \_\_\_\_\_

For your planned grant submission(s), what are the submission date(s)?

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List any planned or ongoing collaborations for the next 12 months (Please separate items by semicolons):

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List any lab member roles you intend to recruit for in the next 12 months. Please separate items by semicolons.

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List any invited lectures (ISMMS and other) scheduled for the next 12 months. Please separate items by semicolons.

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List any internal and external service you plan to perform in the next 12 months. Please separate items by semicolons.

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List planned teaching (e.g., graduate school, medical school, MPH, house staff, fellows, extramural). Please separate items by semicolons.

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List any existing challenges or concerns with your planned activities for the next year.

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Are there any career skills you would like to acquire or enhance in the next year (e.g. writing, experimental expertise, statistics, computational, media and oral presentation, leadership and management, mentorship or interpersonal skills) How do you plan to acquire these skills?

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Do you have any specific questions about your short-term goals that you would like your committee to discuss with you? If so, specify here:

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### Long-Term Goals

Briefly, list three or more specific long-term goals with specific outcomes. Propose a timeline for each goal.

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**Questions for the Mentoring Committee:**

Are the short- and long-term goals realistic? Does there need to be more focus?

For the short-term goals, what is the relative priority of each goal, i.e. what is most important for the mentee to achieve first?

Are there aspects of career development that are needed for promotion that are not included in the plans described above?

Based on the plans described above, when should the mentee consider applying for promotion?