Individual Development Plan (IDP)

(adapted from the UCSF Faculty Mentoring Program)

**Instructions to Mentees:**

Please complete this form yearly and give a copy to your mentor before your mentoring session. Attach an updated CV.

**Instructions to Mentors:**

Please review the mentee’s CV and the IDP prior to each meeting.

Date:

Mentee Name:

Mentor Name:

**Time Allocation as Estimated by Mentee**:

\_\_\_ % Patient care/courses

\_\_\_ % Research

\_\_\_ % Other

How (if at all) would you like to change this time distribution? Consider the following:

1. Things you’re doing now that you want to quit

2. Things you’ve just been asked to do that you want to refuse to do

3. Things that you’re doing that you want to continue

4. Things that you’re not doing that you want to start

5. Strategies for improving the balance within the above 4 categories

**Research trajectory**

Do you understand how to continue your pursuit of a career in academic research?

\_\_\_ Yes

\_\_\_ No

Explain:

**Future Professional Goals**

Short Term Goals

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

indicate how you will assess if the goal was accomplished (expected outcome).

1. Goal:

 Expected outcome:

2. Goal:

 Expected outcome:

3. Goal:

 Expected outcome:

Long Term Goals

List your professional goals for the next 3-5 years. Again, be specific, and indicate how you will assess if the goal was accomplished.

1. 1. Goal:

 Expected outcome:

2. Goal:

 Expected outcome:

3. Goal:

 Expected outcome: