Career Plan and Mentorship Agreement

____________________ (mentor) and _____________________ (trainee) do hereby enter into a formal mentoring agreement on this day____________________________.

Time Commitment

During the period from _____________ to ______________ the trainee commits to spend adequate and time devoted to the research project. Non-research time shall not exceed:

Clinic (no more than ½ day per week)________________________________

Call months_________________________

Communication

The mentor and the trainee shall meet individually ______________ (hours) per week.

The mentor and trainee agree to meet every 6 months with the mentorship committee and to make a formal written report to the Associate Dean for Clinical and Translational Scientist Development. The members of the mentorship committee are:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Professional Development

The trainee shall attend the following conferences

____________________________________________________________________

____________________________________________________________________

The trainee shall attend the following national meeting(s):

____________________________________________________________________
Scientific productivity
The mentor and trainee have set the following goals for the next year:
First abstract submission
First manuscript submission
Career development grant submission
Other

Resources
The mentor agrees to provide the following resources for the trainee’s development
Space
Equipment
Supplies
Personnel
Travel

Conflict resolution
Conflicts can arise in a mentor-trainee relationship. The mentor and trainee agree to use open communication as a first step to address any such conflicts. As a next step, the mentor and trainee agree to seek the input of the Associate Dean and, if necessary, to submit to arbitration.

Trainee
Mentor

Trainee date
Mentor date