

**Individual Development Plan (IDP)
Year 3 and Above Form**

First name

Last name

Date

Instructions:

1. Complete the designated IDP Form (G1, G2, G3+) as indicated in the form.
 2. Schedule a meeting with your IDP Advisor.
 3. Share the IDP Form with your IDP advisor (and mentor as appropriate).
 4. Meet with your IDP Advisor and discuss your goals, plans, and questions.
 5. Create an action plan for moving forward
 6. Submit the completed online meeting verification form to the BPH office with both signatures.
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Questions

1. Do you have any BPH requirements left to complete? If so, what are your plans for completing them?

2. Do you plan to or have you applied for fellowships this year? If so, which ones and what are the deadlines?

3. For G3 students, how are your preparations for your first DAC going? What are you looking for in a committee member? Who are you thinking about to join your DAC committee?

4. What is the scope of your dissertation project and are these aims achievable within your desired timeline?

5. Are you making good progress towards your scientific and research goals? (e.g. understanding and critical assessment of the literature, designing and conducting experiments, writing and publishing. etc.

6. As students progress in their research, many students find it useful to participate in additional training, teaching, conferences, outreach, and other activities. Have you participated in such activities? Do you need any help finding opportunities in any of these areas?

7. Have you started to think about your short or long-term career goals? If yes, please list any early thoughts you have. If you have not, what questions do you have at this point that could help you determine what your professional interests are?

8. What resources or support mechanisms do you need/want from BPH (and or GSAS) to help you accomplish these professional goals/plans?

9. Do you have any concerns about graduate school or your professional aspirations? What would help alleviate these concerns?

10. Do you need any additional help or training from the program?

11. Have you completed any community service or outreach activities to promote diversity, inclusion, and belonging within or outside the Harvard community? If yes, please describe the relevant service and/or community engagement work you have performed.

Skills Assessment

Rate your current research and science, communication, and leadership and management skilllevels on a scale from 1 (weakest) to 5 (strongest). Our goal is to help you build your skills throughout the BPH program and through the IDP process.

Please rate your **CURRENT** skill level:

	Very Weak	Weak	Neutral	Strong	Very Strong
Broad-based knowledge of biology					
Quantitative/Statistical methods					
Critical Reading of Literature					
Experimental Design					
Ability to frame scientific questions					
Ability to solve technical problems					
Scientific writing for proposals or publications					
Oral presentation of scientific materials					
Goal Setting					
Time management					
Resourcefulness: identifying advisors and collaborators, as needed					
Accepting feedback from peers and mentors					
Giving feedback from peers and mentors					
Understanding the perspective of others					
Ability to mentor others					
Delegating; providing clear instructions					
Leading and motivating others					

ACTION PLAN

What activities/resources have you identified that will help you achieve your academic and professional objectives this year? (Be sure to ask your program about additional resources)

Which skills do you want to develop during the coming year? What is your plan for improving these skills? (Note: each year you should strive to increase your effectiveness in existing skills and develop new skills.)

How are you tracking your progress towards your professional-focused goals?

What steps will you take to learn more about the sectors (academic, industry, government, etc.) you are interested in?

If you are planning to do postdoctoral research, in any sector, when and how will you start searching for opportunities, making contacts, and applying?

If you are NOT planning to do postdoctoral research, in any sector, when and how will you start searching for opportunities, making contacts, and applying?

Notes/Additional thoughts

We acknowledge contributions from the following resources: American Associate for the Advancement of Sciences (myidp.sciencecareers.org), National Institutes of Health, Harvard Biomedical and Biological Sciences Program, Stanford Biosciences Program, Scripps Research Program.

Additional IDP resources are listed on the Program in Graduate Education at Harvard Medical School's Career & Professional Development Navigator site: <https://careernavigator.gradeducation.hms.harvard.edu/individual-development-Planning>