



Office of
Postdoctoral
Studies

Postdoctoral Individual Development Plan

for

Name _____ Date _____

SKILLS ASSESSMENT (completed by postdoc)

STRENGTHS	DEVELOPMENT NEEDS

GOALS

SHORT-TERM NEEDS FOR IMPROVING CURRENT PERFORMANCE

What additional skills do you need?	How are you going to acquire these skills? (e.g., training, courses, teaching, supervision)	When will you acquire them? (specify dates and duty or off-duty time)	Completion Date (Est.)	Completion Date (Act.)

LONG-TERM CAREER GOALS YOU WISH TO PURSUE AND THE NECESSARY TOOLS TO MEET THEM

What is important to me in a career?	What additional skills or tools will you need? (e.g., training, courses, teaching, supervision)	How are you going to acquire these skills? (training, courses, assignments)	When will you acquire them? (dates and duty or off-duty time)	Completion Date (Est.)	Completion Date (Act.)
What type of work would I like to be doing?					

Where would I like to be in an organization?	What additional skills or tools will you need? (e.g., training, courses, teaching, supervision)	How are you going to acquire these skills? (training, courses, assignments)	When will you acquire them? (dates and duty or off-duty time)	Completion Date (Est.)	Completion Date (Act.)
OTHER					

COMMENTS FROM MENTOR

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SOURCE OF FINANCIAL SUPPORT FOR POSTDOC

MENTOR FUNDS	
Department/Program:	
Mentor Grant (agency & grant number):	
Training Grant (agency & grant number):	
POSTDOC FUNDS	
Grant (agency & grant number):	
Other (source):	

Postdoc Name / Title	Department	Signature	Date
Mentor Name / Title	Department	Signature	Date

Adapted with permission from Case Western University Office of Postdoctoral Studies.