**NSF Postdoctoral Fellow Mentoring Plan**

Updated 05/05/24

Note to investigators: The Graduate Center for Transformative Mentorship (GCTM) at Clemson provides this mentoring plan as an example. PIs are encouraged to tailor each plan based on the project and the needs of the postdoctoral fellow. The mentoring plan must not exceed 1 page. NSF is taking the mentoring of postdoctoral fellow very seriously and will pay particular attention to the quality of this plan. In addition, if this section is missing, the proposal will not be reviewed. For more information, see [PAPPG](https://new.nsf.gov/policies/pappg/24-1). Additional information on the GCTM is available [here](https://www.clemson.edu/graduate/professional-development/graduate-center-for-transformational-mentorship/index.html).

Mentoring plans describe the elements that will be provided to the postdoctoral fellows supported by the NSF funding. These elements should be tailored to prepare postdoctoral fellow for their chosen career path and include:

* **Orientation** will occur within or prior to the first week of the first semester with the [PI name] and the postdoctoral fellow. To support the expectation-setting process, the PI and the postdoctoral fellow will review the PI’s mentoring agreement during orientation and annually. Postdoctoral fellows will complete training for Human Subjects Research and Responsible Conduct of Research certifications provided through Clemson University and membership in the Collaborative Institutional Training Initiative (CITI), which meets NSF requirements. The postdoctoral fellow will be encouraged to join the Clemson University Postdoctoral Fellow Association (CUPDA) and will receive a university orientation video.
* **Formal Interaction:** The postdoc will participate in [list opportunities here, e.g. lab meetings, 1:1 meeting, project meetings, lab exchange, additional mentors] and is encouraged to develop a network of mentors to support technical skills, additional content areas, and personal identity. The postdoctoral fellow will also be encouraged to join national professional organizations.
* **Career Counseling** will be provided, in part, by the Michelin Career Center for Professional Development, Clemson’s professional development program for postdoctoral fellows (Grad 360°) and by [PI name].
* **Professional Development:** Postdoctoral fellows will participate in the Graduate School’s professional development program, Grad 360°. Grad 360° provides weekly workshops and resources around nine core competencies: leadership and management, career development, professionalism and ethics, research and innovation, health and wellness, teaching and learning, mentoring, oral, written, and intercultural communication, and social and global responsibility. Training in entrepreneurship and industry-focused career experiential opportunities are also available. Postdoctoral fellows can also participate remotely in The National Center for Faculty Development & Diversity (NCFDD) core curriculum and additional workshops. NCFDD focuses on four areas to help individuals thrive in academia: strategic planning, productivity, professional relationships, and work-life balance.
* **Training in Scientific Investigation:** The postdoctoral fellow will develop an Individual Development Plan (IDP) and discuss this annually with [PI name]. Grad 360° hosts IDP workshops that provides detailed information to guide postdoctoral fellows as they assess their strengths and development opportunities, create focused goals and action steps, and discuss their IDP with mentors. The postdoctoral fellow will have direct involvement in the scientific process of the project through < *list opportunities here, e.g. lab meetings, 1:1 meeting, project meetings, lab exchange, additional mentors*>, and is encouraged to develop a network of mentors to support technical skills, additional content areas, and personal identity.
* **Mentoring:** Postdoctoral fellows will also learn mentoring best practices via GCTM’s Mentor Training and will have the opportunity to receive a digital badge (Proficient, Advanced, or Champion Mentor) based on the number of workshops they participate in and their mentoring activities. Postdoctoral fellows will have the opportunity to mentor [undergraduates, graduate students] within the lab group.
* **Grant-writing Experience:** Postdoctoral fellows will have the opportunity to learn effective grant-writing practices, including identifying the context, significance, and objectives; describing the design and rationale; and constructing a work plan, timeline, and budget.
* **Publications and Presentations** are expected to result from the work supported by the grant. These will be prepared in collaboration with the research team and others as appropriate. The postdoctoral fellow will receive guidance and training in the preparation and peer review of manuscripts for scholarly journals, as well as presentations at conferences. Postdoctoral fellow will travel to relevant conferences and meet virtually with NSF program officers to foster the expansion of each postdoctoral fellow's knowledge and professional network.
* **Assessment of Success:** The success of the mentoring plan will be assessed and documented through annual meetings of the postdoctoral fellow and [PI name] to evaluate progress toward professional and career goals. This meeting will also include a review of the postdoctoral fellow’s updated IDP, as well as their participation in Grad 360° and Mentoring Training.