**Drafting a career development plan**

Self-assessment

*Before starting think about the things that matter to you by reflecting on the following questions (suggestion: do a Journaling/Free Writing exercise):*

* *What were the significant events or experiences in your life. Reflect about 1 or 2 and why were they meaningful?*
* *How do you usually make decisions? In your daily life things and/or big decisions.*
* *How do you think about scientific problems (e.g., do you like to think big picture or are you excited by details)?*
* *What aspects of doing research do you enjoy most? What are the things that make you smile at work? And the ones that bother/frustrate you?*

1. What are your values?
2. What are your strengths and skills?
3. Which skills would you like you could develop further?
4. Research Project:

* + What is you overall goal?
  + Are there specific methods or approaches that you would like to gain familiarity with and/or become expert in?

1. Professional plans:
   * List 1-3 career options you are considering.?
   * For each think about what skills you will need, if you don’t know how will you find out?

Action Plan

Write your smart goals for (set a time frame, for example: next 6 months/before 1st committee meeting):

* + The skills you want to develop (pick 1 or 2).
  + Your research project
  + Your professional plan

**Discuss with your supervisor**

*A pre-requisite for an effective planning is a well-defined timeline, where experiments, goals and milestones are realistically planned. The timeline should be evaluated and revised by the student and supervisor regularly.*

Consider the following questions as you develop an action plan with your supervisor:

* List research milestones for [next year] (not in detail)
* List training activities planned for [next year] (courses, workshops, conferences; student supervision, etc?)
* List any activities in which you and your supervisor agree you should participate in to achieve your professional/career goals in the coming [year].
* Do you have guaranteed funding for the [next year]? If not, what back-up plans are in place?
* Are there specific actions that you and/or your supervisor can undertake that will support your success (e.g., modify working styles, meetings to discuss progress, networking opportunities, including lab dynamics)?
* Is there anything else that should be planned?