

## myHub URBEST Personalized Program Plan *Created, Developed and Written by....*

Trainee Name:

URID:

1. Complete the Assessment Modules in myIDP, <https://myidp.sciencecareers.org>
  - a. Skills Assessment
  - b. Interests Assessment
  - c. Values Assessment
  
2. Personal/Professional Goals you hope to achieve through the URBEST Program. We encourage you to work with your research advisor(s), mentors, and the myHub team for help in developing and assistance in achieving your goals and providing updates and developments toward your goals. Research, Career, and Personal goals should be a part of your personal and professional goals plan.

Goal areas to consider:

**Skill:** to improve upon skill and knowledge areas that you hope to utilize for current and future work

**Project:** to help you stay on top of the various projects you are working on

**Career Exploration/Advancement:** to help you move forward toward your post-graduation career

Smart Goal	Goal's Time Frame (Start Date & Targeted Completion Date)	How will you make yourself accountable to complete your goal by the targeted competition date?
Apply for F-31 NIH Fellowship	Apply for August NIH Deadline August 2021	<ul style="list-style-type: none"> <li>• Discuss research strategy and aims with Mentor (Jan 2021)</li> <li>• Schedule appointment with myHub (Elaine) to discuss goal setting and application sections (Feb 2021)</li> <li>• Reach out to all collaborators and consultants (Apr 2021)</li> <li>• Review goals (research and career) with Mentor and Committee (June 2021)</li> </ul>
Apply for Science Communication Internship Opportunity	6 Months-1Year Apply for Opportunity by October 2021	<ul style="list-style-type: none"> <li>• Schedule Appointment with myHub (Eric) to discuss strategies in exploring science communication internships. (Nov 2020)</li> <li>• Setup 7-10 information interviews with various science writers and editors in the D.C. area. (Jan-Mar 2021)</li> <li>• Review Science Communication opportunities and draft application materials. (Mar-May 2021)</li> </ul>

*Please add additional goals to separate document.*

3. Mentoring Team: Who will help you to achieving your goals and what will you be seeking from each mentor. Remember that each mentor can bring different strengths and experiences that can help you reach the varying goals you have established.

Mentors Name (Examples)	Primary Role
Research Advisor	
myHub Team Member	
Internship Supervisor	

Please add additional mentors to separate document. May utilize mentoring map document.

- Professional Development Activities and Leadership Development you hope to achieve through the URBEST Program. (Example: If you are looking to participate in an internship, what professional development and leadership activities will help you toward achieving that goal?)

Ex: Plan and Coordinate a Career Story with an alumni or outside expert on a topic of interest.

Experience:	Date & Total # of Contact Hours	Description:
<b>Thinkers &amp; Drinkers &amp; myHub URBEST- The Dimensions of SciComm: A Science Communications Panel</b>	10/1/2020 1.5 Hours	Science Communication Panelists: <ul style="list-style-type: none"> <li>Danielle Alcena-Stiner, Ph.D., R.N. Assistant Director, University of Rochester Life Sciences Learning Center</li> <li>Derek Crowe, Course Instructor for IND 426: Science Communication and Design for Diverse Audiences Member of Thinkers &amp; Drinkers</li> <li>Claire McCarthy, Ph.D.; Health Policy Analyst at the National Cancer Institute</li> </ul>
<b>Preparing a Resume for Industry</b>	11/4/2020 1 Hour	<ul style="list-style-type: none"> <li>Workshop focused on transferring CV to a resume for opportunities in industry and beyond.</li> <li>Asked questions about focusing my experience in science communication to help elevate my interest and desire for an internship opportunity.</li> </ul>

- Develop CV/Resume to share experience and qualifications for opportunities pre- and post-graduation or postdoc experience.

6. Schedule quarterly check-ins with Elaine Smolock, Ph.D. and Eric Vaughn, M.Ed. to check on your progress. Review your updated plan and documents to support your myHub URBEST Personalized Program Plan.
  
7. We are here to help you toward reaching your goals!! Reach out to Elaine and Eric anytime!
  
8. Successful completion of your Personalized myHub URBEST Plan will yield you a myHub URBEST Program Completion Certificate & LinkedIn Badge.
  
9. If you are planning to participate in a URBEST Internship or Other Experiential Learning Opportunity, you will also need to complete the following criteria:
  - **Research Advisor documented approval** - Email message or letter from PI documenting permission to conduct and complete the internship experience. PI approval should be in place before applying for internship opportunities.
  - **Basic Science Trainees Pass your qualifying exam**- Date of successful completion of qualifying exam:  
  

---

    - **Official URBEST Trainee for at least 6 months**- Start date of myHub URBEST Program:  
  

---

      - Completion of myHub URBEST Trainee Internship/Experiential Learning Success Plan
      - One first author, multiple coauthor publication or another productivity assessment provided by PI.
      - If on a T32, F31, or F32, approval of program officer to undertake an internship for your training.
      - Take Leadership and Management for Scientists IND 439, offered in the Spring Semester.
      - Post-Internship or Experiential Learning Experience- Share experience via Career Story or Poster Session and develop a 500-1000-word blog post about the experience to share with the SMD community.

**Section #2: Personal/Professional Goals**

Smart Goal	Goal's Time Frame (Start Date & Targeted Completion Date)	How will you make yourself accountable to complete your goal by the targeted competition date?

**Section #3: Mentoring Team**

Mentors Name	Primary Role

### Section # 4: Professional Development & Leadership Activities

Experience:	Date & Total # of Contact Hours	Description:



<b>Experience:</b>	<b>Date &amp; Total # of Contact Hours</b>	<b>Description:</b>

**Notes:**