

## **Office of Postdoctoral Affairs Recommendations for Individual Development Plans (IDPs)**

NIH has announced a new requirement for the annual Research Performance Progress Report (RPPR) in NIH [NOT-OD-14-113](#), effective October 1, 2014. Lead investigators must now include a section describing how individual development plans (IDPs) are used to identify and promote the career goals of graduate students and postdoctoral researchers associated with the award. A similar response is required for other training-focused grants.

The Office of Postdoctoral Affairs (OPA) recommends that all postdocs create an Individual Development Plan (IDP), regardless of funding source. OPA recommends that postdocs use the myIDP tool at <http://myidp.sciencecareers.org>, presented by AAAS and hosted on the Science Careers website. This tool will help postdocs explore a range of career possibilities as well as to set realistic goals to assist them on their career path. myIDP is completely online, password protected and confidential. Postdocs can print out specific pages to discuss with their faculty advisors, or print/send a certificate to any email address documenting their progress in creating an IDP.

OPA recommends that faculty review Individual Development Plans with postdocs at their annual review. IDPs should be reviewed and updated at least annually. An annual review template for postdocs that includes reviewing the IDP is hosted on the OPA website at <http://dbbs.wustl.edu/Postdocs/FacultyAdministrators/Pages/FormsResources.aspx>.

New postdocs are made aware of individual development plans and myIDP at new postdoc orientation, which is held monthly. Additionally, workshops on completing an IDP are held throughout the year.

*Below is generic information that can be used for grants. Faculty are encouraged to personalize this text with information regarding the specific experiences of their postdocs.*

The Office of Postdoctoral Affairs (OPA) encourages all postdocs to complete an individual development plan, and recommends using the tool myIDP hosted by Science Careers. New postdocs are introduced to IDPs and the myIDP tool during orientation and workshops are offered throughout the year. OPA recommends that faculty review Individual Development Plans with postdocs at their annual review. IDPs should be reviewed and updated at least annually.

We recognize that postdocs need both information and opportunities to explore the variety of career outcomes pursued by our alumni. OPA has an Education Coordinator and the University employs a full-time career strategist to provide career and professional development training along with Career Talks for postdocs.