**NSF Mentoring Plan - TEMPLATE**

**Last updated: June 18, 2024**

The following mentoring plan is provided as a model for faculty and staff working with Graduate Students and Postdoctoral candidates. While it is tailored toward the National Science Foundation, it is a solid base for any mentor to use. The plan should be tailored toward the individual as well as the type of research. The NSF has provided a helpful site here - <https://new.nsf.gov/science-matters/nsf-101-mentoring-plan>

**EXAMPLE Mentoring Plan**

**(1 Page Maximum for NSF proposals)**

**PLEASE TAILOR TO YOUR NEEDS:**

* **Orientation** will include in-depth conversations between the PI and the postdoc(s) and graduate student(s). To assist in the expectation setting process, postdocs and graduates will develop with the support of the PI (Mentor) an Individual Development Plan (IDP) - If appropriate 3rd party resources such as [MyIDP](https://myidp.sciencecareers.org/) may be useful in the development of these plans. Graduate Students will be introduced to the [Graduate School](https://www.rit.edu/graduateschool/toolkit) where there are a variety of resources such as the [toolkit](https://www.rit.edu/graduateschool/toolkit).
* **Career Counseling:** will be directed at providing the postdoctoral fellow with the skills, knowledge, and experience needed to excel in his chosen career path. In addition to guidance provided by PI, mentees will be encouraged to discuss career options with researchers and managers at RIT, former students and colleagues of the PI as well as avail themselves of opportunities within the RIT employment system such as <https://www.rit.edu/careerservices/>
* **Experience with Preparation of Grant Proposals:** will be gained by direct involvement in proposals prepared by PI. Mentees will have an opportunity to learn best practices in proposal preparation including identification of key research questions, definition of objectives, description of approach and rationale, and construction of a work plan, timeline, and budgeting. RIT provides various training opportunities throughout the year.
* **Publications and Presentations:** are expected to result from the work supported by the grant. These will be prepared under the direction of PI as appropriate. Mentees will receive guidance and training in the preparation of manuscripts for scientific journals, poster design and presentations at conferences and also participate in mentoring and critiquing fellow candidates/students during preparations for conference presentation.
* **Teaching and Mentoring Skills:** will be developed in the context of regular meetings within research group. During these meetings, graduate and undergraduate students and postdoctoral fellow will describe their work to the group and assist each other with solutions to challenging research problems, often resulting in cross fertilization of ideas. It is planned that mentees will proctor examinations, mentor undergraduate students in PI’s laboratory as well as present guest lecture in his areas of expertise.
* **Instruction in Professional Practices:** will be provided on a regular basis in the context of the research work and will include fundamentals of the scientific method, laboratory safety, and other standards of professional practice. In addition, mentees will be encouraged to affiliate with one or more professional societies in his chosen field. PI is committed to the development of mentees, including having them present their work at professional scientific conferences, becoming a member of appropriate discipline related organizations to foster a network of collaborators.
* **Effective Collaboration Skills with researchers from diverse backgrounds and disciplinary areas**: RIT fosters a robust and diverse faculty and student body. The [Division of Diversity and Inclusion](https://www.rit.edu/diversity/) provides mentees many opportunities to work with and meet members of campus from all walks of life as well as participate in campus events celebrating diversity. The PI will encourage diversity of thought as well and make recruiting from a diverse pool a focus for mentees.
* **Success of the Mentoring Plan:** will be assessed by monitoring the personal progress of the mentees through tracking their progress toward completing their project work, degree and developing their career goals.