

**Professional and Personal**

**Postdoctoral Fellowship Training Plan**

**Guidebook**

The professional and personal postdoctoral fellowship training plan is a personal planning tool. It allows a fellow, on the basis of his/her goals, to identify his/her new technical knowledge acquisition objectives, career objectives, cross-disciplinary skills development needs, his/her research and career goals and how to attain them.

This guidebook is a framework which may be adapted, depending on the context, and it suggests points which may be considered when developing a training plan.

The fellow is invited to develop his/her training plan with his/her supervisor within two weeks following the beginning of his/her postdoctoral fellowship.

A fellow may discuss matters with his/her mentor as required.

The Faculty of Graduate and Postdoctoral Studies recommends updating the training plan as needed.

In the event of any discrepancy between the French and English versions of the document, the French version will always prevail and will always prevail and will always be used to solve doubts of interpretation and application.

## **SUMMARY DESCRIPTION OF THE FELLOWSHIP PROJECT**

## **Click or press here to enter text. If needed a document may be added at the end**

## **DATES SCHEDULED FOR THE BEGINNING AND END OF THE FELLOWSHIP**

**Click or press here to enter a date**

1. **MY PROFESSIONAL SELF-PORTRAIT**

**3.1 How do I describe myself? What key features distinguish me?**

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**3.2 What are my professional goals? What do I want to do in my career?**

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**3.3 What are my values?**

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**3.4 What are my strengths?**

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**3.5 What past experiences contribute to the success of my postdoctoral fellowship?
What previous skills (technical, publications, presentations, etc.) will I use in this fellowship?**

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**3.6 What fields of technical learning or of personal growth do I want to develop over the coming year?**

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**3.7 What specific objective can I attain on a short-term basis (less than 4 months)?**

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**3.8 What specific objective would it be appropriate to attain on a medium-term basis (5 to 10 months)?**

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1. **MY PERSONAL QUESTS AND CAREER CHOICE**

**4.1 What are my long-term career objectives? How do I see my professional future?**

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**4.2 How will I attain them? What concrete actions will allow me to attain them?**

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**4.3 What position would I like to hold in 5 years? In 10 years?**

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1. **MY SPECIFIC GOALS**

**5.1 Objectives regarding the acquisition of new technical knowledge or for reinforcing expertise**

What field of research would I like to explore in my postdoctoral fellowship? What approach or specific technique would I like to learn during my fellowship?

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**5.2 Professional development objectives**

What professional skills would I like to develop during my fellowship (teamwork, project management, application for grants, writing a scientific article, management of deliverables, leadership, scientific popularization, mentoring, etc.)?

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**5.3 Personal development objectives**

What personal skills would I like to develop during my fellowship (stress management, self-confidence, full awareness, motivation, productivity, efficiency, perseverance, personal growth, leadership, etc.).

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**5.4 Job search objectives**

Based on my career goals, what job search strategy should I use?

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1. **MY INITIATIVES**

What skills development initiatives could help me attain my goals for the acquisition of new technical knowledge, of professional and personal development and in job searching, as described in the preceding section?

**6.1 Objectives for the acquisition of new technical knowledge or for reinforcing expertise (mention 3 priority activities)**

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**6.2 Professional development objectives (mention 3 priority activities)**

Click or press here to enter text

**6.3 Personal development objectives (mention 3 priority activities)**

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* 1. **Job search objectives (mention 3 priority activities)**

**Click or press here to enter text**

1. **MY ACTIVITIES SCHEDULE**

## **7.1 Schedule for fellowship activities**

Detail the main steps in the research contemplated during your fellowship and the corresponding due dates.

If applicable, detail the stayovers contemplated outside of the Université Laval facilities. Please note that these stayovers outside Université Laval or of an affiliated centre must be specifically authorized by the FGPDS.

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## **7.2 Participation in professional and personal development activities at Université Laval**

Specify the professional and personal skills development activities in which you intend to participate during your fellowship.

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## **7.3 Contemplated job search schedule**

Detail the main steps of your job search and the corresponding end dates.

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**USEFUL LINKS**

**Other resources for preparing a professional and personal development plan**

[National Postdoctoral Association](https://www.nationalpostdoc.org/) (NPA)

[My IDP](https://myidp.sciencecareers.org/)

[Imagine Ph.D](https://www.imaginephd.com/)

[Vitae](https://www.vitae.ac.uk/)

**Personal and professional development**

## [Faculty of Graduate and Postdoctoral Studies](https://www.fesp.ulaval.ca/en/postdoctoral-fellows)