**University of Cincinnati Graduate School**

**Annual Graduate Student Career Development Plan**

*Adapted from the University of Pittsburgh’s Graduate Student Career Development Plan*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Graduate Program/Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Years in Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Plan: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. Career Goal**

A Graduate Student Career Development Plan is a professional tool which outlines long-term and short-term objectives that you and your graduate advisor have identified as important steps in your professional development at the University of Cincinnati. A comprehensive review of your career goals and objectives at the beginning of your graduate experience as well as ongoing constructive feedback from your graduate advisor will increase the probability of your achieving your individual career goals.

Please indicate **one or more** of your individual career goals:

|  |  |
| --- | --- |
|  | Please Specify (where applicable): |
| Academic |  |
| Public Sector/ Government |  |
| Private Sector/ Industry |  |
| Other |  |

**2. Graduate Student Skill Development**

The following list represents the optimal range of graduate student skill development:

1. Discipline Specific Knowledge 7. Grant and Fellowship Writing
2. Research and Scholarship Skills 8. Clinical or Applied Skills
3. Thesis/Dissertation Writing 9. Management and Leadership Skills
4. Instructional Training and Teaching 10. Communication Skills
5. Publications 11. Career Exploration and Development
6. Responsible Conduct and Ethics 12. Job Search Skills

Each box below will allow you to design a Skill Development Plan that is applicable to your individual situation, your educational program and your stage of training. Short-term goals, such as learning objectives and skill acquisition, may be established annually, whereas long-term goals might be established initially and revisited as needed.

Working with your faculty advisor and network of mentors, develop a timeline to prioritize skill development within your plan. Some skills may only be relevant early in your training, whereas other skills may become applicable later in your training.

This plan also serves as a benchmark for your annual self-assessment of your graduate student experience and will contribute to your graduate advisor’s assessment of your progress.

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| --- |
| 1. **Skill Development Category:**

**Timeline X\*\***  |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

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| **2. Skill Development Category:**  **Timeline X\*\*** |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

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| **3. Skill Development Category:**   **Timeline X\*\***  |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

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| **4. Skill Development Category:**  **Timeline X\*\***  |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

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| --- |
| **5. Skill Development Category:**  **Timeline X\*\*** |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

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| --- |
| **6. Skill Development Category:**  **Timeline X\*\***  |
| Goal #1 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #2 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |
|  |
| Goal #3 |  |  |  |
| Steps/Training |  |  |  |
| Outcomes |  |  |  |

\*\* Mark as Steps/Goals are completed

INSERT ADDITIONAL CATEGORIES AS NEEDED

**3. Mentoring Network**

In addition to the guidance of your faculty advisor, the support of a diverse network of mentors will further enhance your graduate student experience. After consulting with your faculty advisor, identify individuals aside from your dissertation committee members whose backgrounds and experiences can contribute to your awareness of career options, can facilitate your career exploration, and can support your personal well-being and overall professional development.

Mentors may be outside the university.

**Mentor** ☐ UC ☐ Other Academic ☐ Other Non-Academic

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University or Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Provide role/rationale for selecting this mentor: Provide rationale for selecting this mentor and how this individual will help you reach your career goals.* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Describe your strategy for communicating with the mentor: Indicate the proposed frequency of contact (weekly, monthly), method (in-person, email, phone) and the format of mentoring sessions (individual or with other mentors).* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**Mentor** ☐ UC ☐ Other Academic ☐ Other Non-Academic

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University or Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Mentor** ☐ UC ☐ Other Academic ☐ Other Non-Academic

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University or Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**4. Thesis/Dissertation Committee (if applicable to degree program)**

**Primary Advisor/Mentor/Chair**

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| --- | --- | --- | --- |
| Name |  | Department |  |
| Role/Contribution  |  |

Committee members

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Department |  |
| Role/Contribution  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Department |  |
| Role/Contribution  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Department |  |
| Role/Contribution  |  |

SIGNATURES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Graduate Student* Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Faculty Advisor* Date