UCD Research, Innovation & Impact

Research Careers & Professional Development Planning Document

Postdoc Name:

PI Name:

School/Research Institute:

Date Started Current Position:

Postdoc Research Fellow Level 1 & Level 2

At UCD, our research makes a difference. We deliver research and innovation at scale and in areas of national and global significance by prioritising **excellence** and **impact**, investing in our **people** and providing a **culture and environment** in which they are supported to deliver across the university's four strategic themes.

Research Careers & Professional Development Framework

Development Category	Development Sub-Category	Indicators PD Fellow Level 1	Indicators PD Fellow Level 2
Research & Research Management *Ability to translate critical and original thinking into published research and to manage a research project through all stages of the lifecycle*	**Discipline Methodologies**	-Applies latest technologies and developments	-Devises new methodologies to solve complex research problems
	Research Context	-Identifies collaboration opportunities (Institutionally, nationally & internationally) -Identifies opportunity for period of study in another institution	-Develops own collaborations. Is familiar with main funding agency and national strategy around research area -Spends period of time in another institution
	Research Project Management	-Manages all aspects of own work package (incl. budget, of PhDs with PI) -Delivers on project objectives on time	-Contributes to management of single research project (reporting, financial management, purchasing etc.) -Co-ordinates overall delivery of project objectives including interdependencies across work packages
	Grant Writing	-Contributes to major funding proposal	-Competent to submit funding proposal
	Writing for Research Publications	-First author/contributes to papers in peer reviewed journals -Delivers own papers at seminars and/or international conferences	-Lead author on peer reviewed journal papers -Contributes to book chapters -invited to deliver own paper at international conferences
	Creative/original thinking	-Contributes to the effort of proposing original research/experiment	-Proposes original research/experiment or longer term project
Personal & Professional Excellence *Ability to manage self and others an do operate at a level that is comparable to the highest international standards*	**Communication & Presentation**	-Communicate research effectively & concisely to a non-expert audience -Writes well structured reports - Uses a variety of media to present information	-Communicates research to a wide range of stakeholders -Completes reports for external agencies
	Networking and collaboration	-Fosters networking and collaboration across discipline groups within institution and externally -Organises seminar	-Fosters networking and collaboration with external institutions -Significant contributor to organising a conference
	Leadership and Interpersonal Skills	-Demonstrates a proactive approach and works well with others within and across research groups -Manages others with PI support	-Takes the lead as appropriate and engages and manages others to accomplish task and project outcomes
	Self Management & Career Development	-Demonstrates a planned approach to meeting project outcomes -Maintains an up to date professional and scientific curriculum vitae	-Long term planning and consciously managing career through task and project choice
Teaching Learning & Mentoring *Ability to transfer knowledge to individuals and groups using a variety of learning methods*	**Small Group Teaching**	-Tutors & mentors post grads (small groups) with support from PI or other tenured academic -Delivers seminars to peers and PIs	-Contributes to teaching support activities that support development of PhDs, MSc, 4th year UG in areas of expertise under supervision of tenured academic -uses a range of teaching settings/styles
	Mentoring	-Guides the day-to-day work of PhD student within team	-Oversees the work of a number of students and acts as their immediate mentor (oversight and level of independence more important than number of students)
	Flexible Learning and Delivery	-Demonstrates awareness of reflective practice and assesses learning transfer. Utilises different teaching styles	-Contributes to an appropriate course at 4th level, MSc and 4th year UG as they become more experienced in core topic (under supervision of tenured academic)
Innovation & Transferable Skills *Acquiring knowledge and experience that support alternative career options*	**Innovation Process**	-Identifies business opportunities	-Proposes method(s) to deliver on business ideas and opportunities
	IP Management	-Has knowledge of and applies good practice around IP processes and knows how to protect findings	-Familiarity with IP and legal framework and contributes to protecting IP arising from research
	Business Planning	-High level of awareness of Governance structure, how to finance ideas & products -Awareness of product development cycle and skill involved	-Exposure to managing ideas identified at PD1 and further attainment of key skills that have professional significance
	Policy Development	-Appreciates opportunities to impact policy	-Identifies the needs of government and other audiences and shows understanding of how research might impact policy
	Organisation Development	-Awareness of national and international agencies and structures and the goals and strategies of these bodies -Awareness of other roles and functions internally e.g. Finance, HR	_
	Commercialisation of Research	-Demonstrates understanding of the value of academic and commercial information e.g. NDA	-Submitted invention disclosure

Development Category	Development Sub-Category	Indicators PD Fellow Level 1	Evidence of Competence to Date (Use examples from your studies and/or previous research positions to indicator competence in any of the areas described. Be as specific as you can)
Research & Research Management *Ability to translate critical and original thinking into published research and to manage a research project through all stages of the lifecycle*	**Discipline Methodologies**	-Applies latest technologies and developments	
	Research Context	-Identifies collaboration opportunities (institutional, national and international) -Identifies opportunity for period of study in another institution	
	Research Project Management	-Manages all aspect of own work package (incl. budget, of PhDs with PI) -Delivers on project objectives on time	
	Grant Writing	-Contributes to major funding proposal	
	Writing for Research Publications	-First author/contributes to papers in peer reviewed journals -Delivers own papers at seminars and/or international conferences	
	Creative/original thinking	-Contributes to the effort of proposing original research/experiments	
Personal & Professional Excellence *Ability to manage self and others an do operate at a level that is comparable to the highest international standards*	**Communication & Presentation**	-Communicate research effectively & concisely to a non-expert audience -Writes well structured reports - Uses a variety of media to present information	
	Networking and collaboration	-Fosters networking and collaboration across discipline groups within institution -Organises seminar	
	Leadership and Interpersonal Skills	-Demonstrates a proactive approach and works well with others within and across research groups -Manages others with PI support	
	Self Management & Career Development	-Demonstrates a planned approach to meeting project outcomes -Maintains an up to date professional and scientific curriculum vitae	
Teaching Learning & Mentoring *Ability to transfer knowledge to individuals and groups using a variety of learning methods*	**Small Group Teaching**	-Tutors & mentors (small groups) with support from PI or other tenured academic -Delivers seminars to peers and PIs	
	Mentoring	-Guides the day-to-day work of PhD student within team	
	Flexible Learning and Delivery	-Demonstrates awareness of reflective practice and assesses learning transfer. - Utilises different teaching styles	
Innovation & Transferable Skills *Acquiring knowledge and experience that support alternative career options*	**Innovation Process**	-Identifies business opportunities	
	IP Management	-Has knowledge of and applies good practice around IP processes and knows how to protect findings	
	Business Planning	-High level of awareness of Governance structure, how to finance ideas & products -Awareness of product development cycle and skill involved	
	Policy Development	-Appreciates opportunities to impact policy	
	Organisation Development	-Awareness of national and international agencies and structures and the goals and strategies of these bodies -Awareness of other roles and functions internally (finance, HR etc.)	
	Commercialisation of Research	-Demonstrates understanding of the value of academic and commercial information e.g. NDA	

1. B. Postdoc Research Fellow Level 2: Self-Assessment to be Completed Prior to Planning Meeting with PI

Development Category	Development Sub-Category	Indicators PD Fellow Level 2	Evidence of Competence to Date (Use examples from your studies and/or previous research positions that indicate competence in the areas described. Be as specific as you can.)
Research & Research Management *Ability to translate critical and original thinking into published research and to manage a research project through all stages of the lifecycle*	**Discipline Methodologies**	-Devises new methodologies to solve complex research problems	
	Research Context	-Develops own internal collaborations. Is familiar with main funding agencies and national strategy around research area -Spends period of time in another institution	
	Research Project Management	-Contributes to management of single research project (reporting, financial management, purchasing etc.) -Co-ordinates overall delivery of project objectives including interdependencies across work packages	
	Grant Writing	-Competent to submit funding proposal	
	Writing for Research Publications	-Lead author on peer reviewed journal papers -Contributes to book chapters -invited to deliver own paper at international conferences	
	Creative/original thinking	-Proposes original research/experiment or longer term project	
Personal & Professional Excellence *Ability to manage self and others an do operate at a level that is comparable to the highest international standards*	**Communication & Presentation**	-Communicates research to a wide range of stakeholders -Completes reports for external agencies	
	Networking and collaboration	-Fosters networking and collaboration with external institutions -Significant contributor to organising a conference	
	Leadership and Interpersonal Skills	-Takes the lead as appropriate and engages and manages others to accomplish task and project outcomes	
	Self Management & Career Development	-Long term planning and consciously managing career through task and project choice	
Teaching Learning & Mentoring *Ability to transfer knowledge to individuals and groups using a variety of learning methods*	**Small Group Teaching**	-Contributes to teaching support activities that support development of PhDs, MSc, 4th year UG in areas of expertise under supervision of a tenured academic -uses a range of teaching settings/styles	
	Mentoring	-Oversees the work of a number of students and acts as their immediate mentor (oversight and level of independence more important than numbers of students)	
	Flexible Learning and Delivery	-Contributes to appropriate courses at PhD, MSc and 4th year UG as they become more experienced in core topic under supervision of a tenured academic	
Innovation & Transferable Skills ***Acquiring knowledge and experience that support alternative career options***	**Innovation Process**	-Proposes method(s) to deliver on business ideas and opportunities	
	IP Management	-Familiarity with IP and legal framework and contributes to protecting IP arising from research	
	Business Planning	-Exposure to managing ideas identified at PD1 and further attainment of key skills that have professional significance	
	Policy Development	-Identifies the needs of government and other audiences and shows understanding of how research might impact policy	
	Organisation Development	-	
	Commercialisation of Research	-Submitted invention disclosure	

2. Research Careers & Professional Development Plan – to be agreed between Postdoc Research Fellow and PI

Development Category	Development Objective(s) Specify particular sub-category for development	Strategy for Development Identify available course (review list of potential courses) and/or other intervention for developing skill	Target Date Agreed date as to when this development will happen	Date Reviewed Use page 6 for adding comments
Research & Research Management *Ability to translate critical and original thinking into published research and to manage a research project through all stages of the lifecycle*				
Personal & Professional Excellence *Ability to manage self and others an do operate at a level that is comparable to the highest international standards*				
Teaching Learning & Mentoring *Ability to transfer knowledge to individuals and groups using a variety of learning methods*				
Innovation & Transferable Skills *Acquiring knowledge and experience that support alternative career options*				

3. Record of Meetings Between PD Fellow and PI

First Planning Meeting (additional comments)

Interim (mid-contract) Review and Feedback Date: _____

(PI in conjunction with PD Fellow to insert a brief summary of progress 12 months into contract)

Final (end of contract) Review and Feedback Date: _____

(PI in conjunction with PD Fellow to insert summary of discussion to capture PD Fellow's assessment of development, key feedback points and any other aspects of the discussion deemed worthy for inclusion).

Log in and Update the Postdoc Development Portal

The UCD Postdoc Development Portal has been created to record career development meetings with your PI, as well as keep track of your RMS profile, your contract information and events you have booked onto.

How to log in to the Postdoc Development Portal:

Open UCD Connect
Click and log in to InfoHub
Select the Human Resources tab at the top of the screen
Click on My Development Workspace
Record date of meeting with PI