

Welcome to the Sidney Kimmel Comprehensive Cancer Center at Johns Hopkins! Here is a checklist to help you get the most out of your postdoctoral experience and maintain a good working relationship with your mentor.

Ask your mentor these questions within the first week of starting your training:

- How long do you expect my postdoctoral training to last?
- Will I need to secure my own funding (i.e. grant or fellowship)? If not, can I seek out grant writing opportunities?
- Is it ok to maintain a flexible schedule? Are there any times that you expect I'll be in lab and available (i.e. for lab meeting, seminars, etc.)?
- Can I schedule a regular meeting with you to go over my results and experiments?
- When can we meet to discuss my career goals and go over an Individual Development Plan?
- Is it acceptable for me to spend 1-2 hours per week attending professional development events on campus? (if they seem resistant please come speak with a chief fellow!)

Ask your mentor these questions within the first 6 months of your training:

- I would like to review my progress with you. What are my strengths? Are there areas that you would like to see improvement?
- Are there writing/research opportunities available for me to ensure a productive publication history if my current projects will take more than two years to publish?
- Would you prefer we meet semi-annually or annually to review my Individual Development Plan?
- As part of my training, I would like to have a second mentor/mentorship committee. Is there anyone you would recommend?
 - Depending on your career/training goals, this second mentor does not have to be a science mentor.
 - If you are unable to identify a second mentor, contact the faculty member in charge of postdoctoral affairs for the cancer center (Dr. Ben Park, bpark2@jhmi.edu)

Address these issues with your mentor if you experience any of the following:

- Unreasonable expectations regarding working hours (i.e. contacting late at night, holidays)
- Not respecting boundaries between work and personal commitments/family
- Mentor constantly asking for updates or meetings, especially during non-business hours
- Mentor belittles or speaks poorly about members of the lab in public or to others
- Other members within the lab unwilling to share data or discuss their research

How to deal with a poor mentor/mentee relationship:

- Your first action should be to **TALK TO YOUR MENTOR**. This will be uncomfortable, but most conflicts can be resolved or clarified quickly and early by being honest and transparent.
- Seek advice from your second mentor.
- Keep a **record of communications** and meetings.
- If the conflict cannot be resolved, seek additional help from:
 - Your Chief Fellows:
 - Mindy Graham mgraha21@jhu.edu
 - Jonathan Coulter coulte4@jhmi.edu
 - Cancer Center faculty member for postdoctoral affairs, **Ben Park** bpark2@jhmi.edu
 - SOM Postdoctoral Affairs Office, **Megan Sampley** msamp14@jhmi.edu
 - SPH Postdoctoral Affairs Office, **Val Culotta** vculott1@jhu.edu