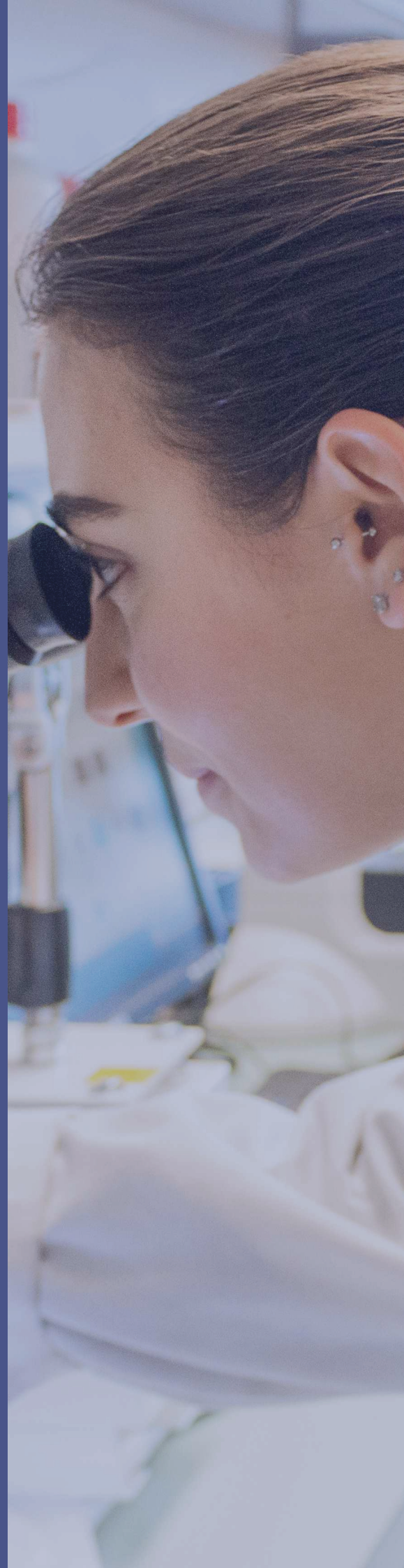


2025-2026
**D2R TRAINING
PROGRAM**

Individual Development Plan



Individual Development Plan

Goal setting is an important predictor of success in academic environments and can help you transition successfully into your chosen career. Yes, progressing in your research project and attending D2R Training Program events will likely help you develop as a scientist, but aligning your activities with specific goals and tracking your progress will greatly increase the chances of goal achievement.

This Individual Development Plan (IDP) template is designed to help you clarify your goals for the next 12 months and identify (i) how the D2R Training Program can help you achieve these goals and (ii) the additional steps that will help ensure your success.

Dates

Enter the date range for your IDP:

Start Date

Date format: mm/dd/yyyy

End Date

Date format: mm/dd/yyyy

Your needs and interests will change over time, so it is important to revisit your IDP regularly.

*Please note that this document is adapted with permission from the **McGill Graduate and Postdoctoral Studies**. For more information you can visit McGill MyPath website at mcgill.ca/mypath/*



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D2R Training Program

1. Structure

D2R Training Program workshops, activities, and opportunities are organized in a three-theme structure. The programming within each theme is designed to target specific objectives. Keep these objectives in mind as you set your goals for the upcoming year.

Here is a reminder of the themes and objectives:



Build a base | Develop the techniques and skills to become a world class researcher

Objectives:

- Excel in course work and D2R-aligned research activities
- Incorporate core elements of D2R into your research project (e.g. EDI and data science)



Broaden your vision | Discover the scope of D2R and integrate into the D2R community

Objectives:

- Learn about research across all six D2R Foundational Axes
- Develop research collaboration skills
- Communicate your science to the D2R community



Discover your path | Visualize and work towards your career goals

Objectives:

- Increase knowledge of your career options and science outside of academic environments
- Develop skills and gain experience to build your future career

2. Vision and Priorities

Within each theme, summarize your vision and priorities for the next 12 months. This will help shape your specific goals.

You can be aware of upcoming events within each theme through signing up for D2R's Training Updates or on D2R's website.





Build a base | Develop the techniques and skills to become a world class researcher



Broaden your vision | Discover the scope of D2R and integrate into the D2R community



Discover your path | Visualize and work towards your career goals

3. Goals

Establish 1-2 goals within each theme that will help you pursue your vision and priorities. Use the SMART goals templates on the following pages to write out your selected goals.

On the next page is an example of how to use the SMART template.

SMART GOALS

S

SPECIFIC

What do you want to do?

M

MEASURABLE

How will you track your progress?

A

ABILITIES

What areas will you develop?

R

RELEVANT

Is this relevant to you right now?

T

TENABLE

How will you ensure this is doable?

S

Specific

It is easier to commit to your goals when you include a clear description of what you want to accomplish. To achieve your goals, you will also need to break them down into specific activities, actions and/or tasks – use action verbs to create a clear list of “to do” items for your goals and/or activities.

Example: *One of my “Broaden Your Vision” goals is to develop skills presenting my research to a broader audience and gain confidence integrating into the D2R community. Activities that will help me to get there are interacting with members of the D2R trainee community, attending a workshop on research presentation skills, presenting my research at a small meeting or research day, and attending or presenting a poster or talk at the D2R Research Symposium.*

M

Measurable

Explain how you will evaluate whether the goal is complete. Set criteria that are measurable so you can chart your progress and include due dates. Use the type of goal to help you determine how to measure it:

- Project: has an end (e.g. write a manuscript) – define outcome/deliverable and create due date
- Habit: ongoing (e.g. monitor career opportunities) – define aim and create schedule to monitor maintenance
- Development: ongoing with milestones (e.g. develop a research collaboration) – define specific milestones and create due dates where appropriate.

Example: *In the Fall semester, I will attend one workshop on presentation skills and employ lessons learned in my next lab meeting presentation. I will apply to join the D2R Trainee Committee and attend 3 events for networking. In the Winter semester, I will submit 2 abstracts for presentations, including one for the D2R Research Symposium.*

A

Abilities

What abilities do you anticipate developing while pursuing this goal? These could be abilities you already have or areas that are completely new to you. Look over your goal so far – notice the verbs you used when describing your activities, tasks, and criteria.

Example: *I will develop my communication and interpersonal skills. By making connections within the D2R community, I will learn how to network – an important skill for my career. I will also expand my scientific knowledge through engaging with researchers in other related fields.*

R

Relevant

It is important for you to write down the “why” for each of your goals. Why is it important to you? How will it help you work towards your vision and priorities? How will it help you develop in the long term? Why have you decided to make this a priority now?

Example: *Communicating science is something that I believe is important for public well-being, and an important skill for my future career. I am comfortable sharing my research within my group but often hesitate to engage with opportunities to present to larger communities. Integrating into the community will make presenting my research easier and give me confidence.*

T

Tenable

Explain how you will ensure that this goal is doable. What resources or help will you need? Use IF/THEN statements to proactively overcome obstacles you might encounter.

Example: *Attending the D2R events should provide me with concrete opportunities to network and engage with my peers across various research fields. IF my research project doesn't progress fast enough to be able to present a talk at the D2R Symposium, THEN I will present a poster and aim to present a talk next year or at a conference next summer.*



Goal Title

Goal Theme (please select one)

- ☐ Build a Base
- ☐ Broaden Your Vision
- ☐ Discover Your Path

S

Specific

Example: *My goal is... The activities that will help me get there are...*

M

Measurable

Example: *I will know I have succeeded when... My due date/timeframe is...*

A

Abilities

Example: *I will develop my abilities in...*

R

Relevant

Example: *I want to pursue this goal because*

T

Tenable

Example: *I know this is doable because... I will need these resources / help from these people... IF I encounter a challenge, THEN I will...*

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Goal Theme (please select one)

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4. Assemble a Team

One of the most powerful ways to stay motivated (and accountable) is to share your goals with others.

Identify a mentor or consider creating a peer group that you can meet with regularly (e.g. monthly) to check in and share your progress. Attending D2R events regularly should help you stay connected with your peers, but building in additional time to check-in on your progress and sharing challenges with others will allow you to overcome obstacles, get advice, and celebrate successes!



Use the space below to identify **3-5 people that could provide support.**

5. Create a Schedule

On the next page, start planning out when and how you want to pursue your goals over the next year. Where appropriate, you can further break down your goals and activities into monthly and weekly tasks.

Ideally you will create a due date for every activity and action, but remember: it is extremely difficult to plan your life... being flexible will help you to adapt when challenges arise and seize opportunities that come your way. Using a calendar to track your goals will help you address your progress and get a realistic sense of how far along you are.

FALL

September

October

November

December

WINTER

January

February

March

April

SPRING / SUMMER

May

June

July

August

Notes

Use the following pages to write down any reflections, notes, ideas, questions, or challenges that come up as you pursue your D2R Individual Development Plan.

If you need support or guidance to help you throughout the year, or send us an email at D2R.training@mcgill.ca



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