

### **Background**

Effective mentorship is a critical element in the process by which mentees achieve excellence in the design and management of clinical research, facilitating their growth as leaders in clinical and translational science. By the end of the first semester, the mentee must identify both a scientific and career/humanistic mentors. Being a mentor is a responsibility and a privilege, as it enables one to work with the best and brightest of the next generation. Together, the mentee and mentors will form a relationship focused on mentee career development as a clinical/translational researcher.

### **Expectations of Scientific Mentors**

- Primary responsibility for guiding mentees toward research independence. Together with the mentee, the scientific mentor will help identify investigators to serve on the mentoring team. The scientific mentor will provide the mentee with the scientific and methodological expertise for their research projects.
- Clearly delineate specific expectations of the substantive learning/research skills to be achieved.
- Primary responsibility for helping the mentee develop both hypotheses and research protocols; providing the initial "peer review" that helps validate the scientific merit of all proposals; helping the mentee to obtain appropriate interdisciplinary consultations; assisting with all phases of grant preparation; and the development of effective presentations and publications.
- Overseeing and approving all required practica – mentor must submit a "mentor approval form" for each practica submission.
  - a. Research project
  - b. Publishable manuscript with critical component
  - c. Research grant application (extramural; K23 or equivalent)

### **Expectations of Career/Humanistic Mentors**

- Develop with the mentee specific milestones and timelines for achieving career development goals; help mentee to develop his/her career identity.
- Assist mentee in navigating the culture of academic medicine.
- Encourage mentee to expand his/her professional network.
- Mentee/mentor can set expectations that meet their specific needs associated with "life" issues, concerns, and celebrations; provide guidance with particular issues specific to gender, race, etc.

### **Expectations of ALL Mentors & Mentee**

- The mentee is ultimately responsible for initiating and maintaining the relationship with the mentor(s). The mentee has the right to change mentors if his/her research question changes and/or the mentoring relationships are not meeting expectations.
- Although the idea of team mentoring is good, the mentoring relationship should be ultimately handled solely by the immediate mentor and mentee (not delegated).
- A standard expectation is that mentors will develop a relationship with their mentee, be available/accessible, be an advocate, and be resourceful.
- Regular and frequent meetings are essential for success. Thus, the mentee should have regular meetings with at least one member of the mentoring team, in addition to meeting with the entire mentoring group at least once per quarter. The mentee should prepare a brief formal summary of meetings with the entire mentoring team.
- The mentee will request that his/her mentors attend seminars at which the mentee is presenting. Attendance is highly encouraged as well as an important aspect of the development and growth of all mentees seeking a career in clinical research.
- Mentors and the mentee should participate in (a) the Scholars retreats; (b) evaluations and assessments of the individual mentee and team mentoring relationships; and (c) intimate involvement in the execution of the mentee's practica for the program.
- The mentee is required to meet every six months with the Center for Translational Medicine, Education & Career Development team members to assess the overall mentoring experience; mentors & mentees will have an open line of communication with Keith Argenbright, M.D. (Mentorship, Leadership, and Career Development Director for the Center for Translational Medicine) and Amy Mackenroth, M.A. (Program Administrator).