

Postdoc Program COM

General Idea

The central aspect of the postdoc program is a **career-oriented mentoring (COM)**. Based on this mentoring, mentor and mentee (postdoc) work out a plan how to promote the postdoc's career in **climate system science**. Specific measures may include for instance, the participation in group assessment interviews or tailor-made lectures or practical training courses. The courses could address proposal writing (for e.g. DFG, EU-proposals), coaching, training (e.g. for applications, interviews), project management as well as leadership and teaching development. A specific list of all courses is provided by the CliSAP Office. The costs for the participation in these courses will be covered by CliSAP. It is expected that through mentoring and the support by the CliSAP Office, the preconditions for equal career opportunities are accomplished and disadvantages for female postdocs and postdocs with family commitments are significantly reduced

Requirements

Any **CliSAP-financed postdoc**, i.e. young scientists who successfully completed the PhD-thesis can participate in COM; generally the participation in COM is **voluntary**. However if participation is envisaged, mentor and mentee are asked to follow the guidelines:

- to conduct frequent meetings between mentor and mentee (as frequent as necessary but for the beginning of the postdoc phase we suggest at least every second month). This is recommended to ensure that mentor and mentee get to know each other more closely and develop strategies for career measures.
- to fill out the surveys for the career assessment of the postdoc. These surveys are only for internal purposes, i.e. for mentor and mentee only. There will be no controlling.
- to participate in yearly meetings of mentors and mentees and the COM committee (the academic representatives Inga Hense and Lars Kutzbach, the CliSAP Equal Opportunity Officer Nicolli Povijač and the CliSAP Executive Director Anke Allner). This is thought to be a forum for exchange of experiences with the mentoring program COM and feedbacks.

Procedure

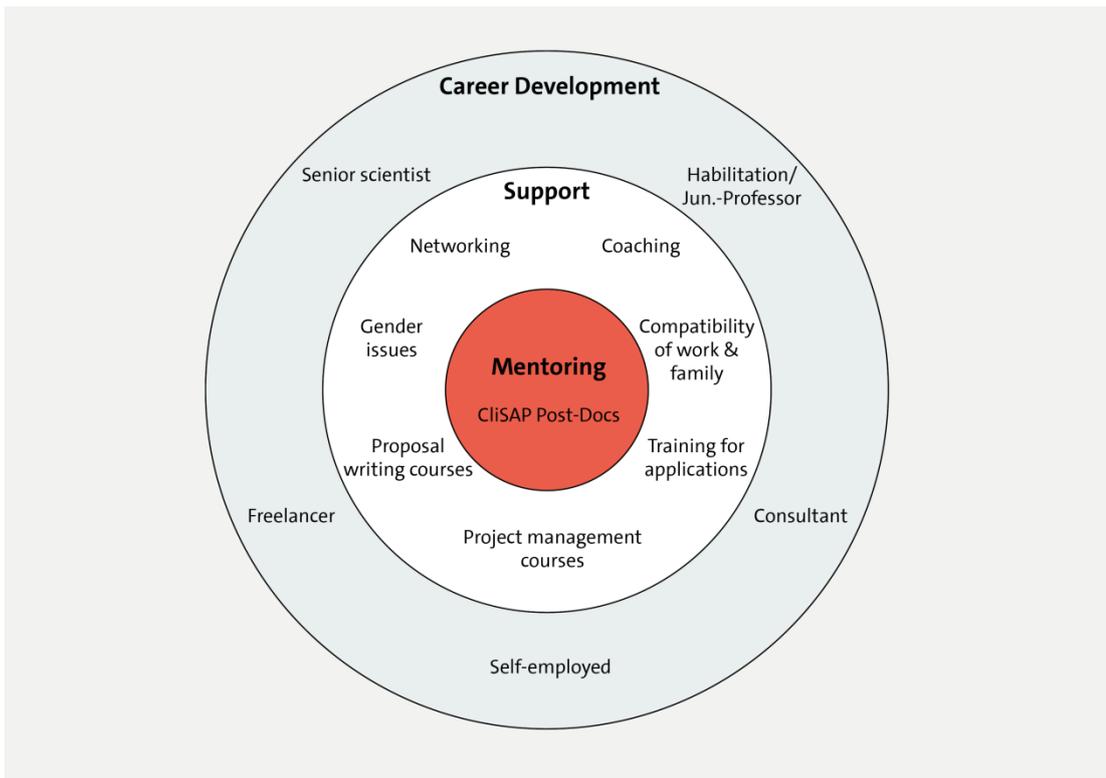
If a CliSAP postdoc wants to participate in COM, he or she is asked to contact Nicolli Povijac (nicolli.povijac@uni-hamburg.de). The postdoc will receive a list of potential mentors. He or she has to choose 3 (1 favorite, 2 alternative) possible mentors within 4 weeks after receiving the list. The mentor must come from a different institute and should not be a close collaborator of the postdoc's advisor. The CliSAP Office will contact then the mentor to inform him/her about the mentee. If there are no further objections from the mentor, both mentor and mentee will be contacted and asked to meet within the following month. The procedure of finding the mentor/mentee couple should not last longer than 2 months. If the postdoc is not choosing a potential mentor within the required time frame it assumed that he/she is no longer interested in COM. If the mentor is not responding or is already acting as a postdoc mentor, an alternative will be chosen. External mentors are allowed but in this case the mentee must establish the contact and has to take care of the meetings. Travel costs may be covered.

Pool of Mentors

All CliSAP-PIs and CliSAP Research Group Leaders will be asked by the COM committee if they would like to serve as a mentor (see Appendix: Traits of a good mentor). The ones who agree will be listed. External mentors can be added during the process.

Responsibilities

- The administrative implementation of **COM** will be conducted by the CliSAP office. Financial support will be provided by CliSAP.
- The academic representatives of COM (Lars Kutzbach and Inga Hense), the CliSAP Equal Opportunity Officer (Nicolli Povijac) and the CliSAP Executive Director (Anke Allner) will constitute the COM Team and will further develop and coordinate the program; regular exchange of information between the members of the COM committee will be established.
- The mentees can apply for participation in specific training courses (also outside of Hamburg); the proposals will be evaluated by the COM Team.
- Mentor and Mentee will follow the above mentioned guidelines.
- Mentor and Mentee will provide feedback to the COM Team at least once per year.



Survey on the Career Assessment of the Postdoc

Basic information

(Please note that this survey is for internal use, only. We suggest that both mentor and mentee have a copy of the filled survey)

Mentor:

Mentee:

Financial Support (project, institute, third-party funding):

Current time frame of the postdoc position:

Scientific field of research:

Clarification of the career perspective of the mentee

Assessment of career interests

- Envisaged scientific career (senior scientists, lecturer, professor)

Assessment of the scientific competence

- Publications since PhD defense
- Oral presentations of own scientific work since PhD defense
- Overview talks since PhD defense
- Experience in proposal writing, collaborations

Assessment of existing networking

- Institute-wide, national and international Collaborations
- Embedment within international research programs/international communities

Assessment of own scientific profile

- Length of previous and planned stay in the current working group
- Past and planned research stays abroad

Assessment of career obstacles

- family status, commitments (e.g. children, elder people)
- Minority aspects (e.g. female, migrants)

Assessment of Leadership Qualities

- social competence
- supervision of students

Questionnaire

These questions may help to clarify the career perspective of the mentee

1. Length of previous and planned stay in the current working group?
2. Past and planned research stays abroad?
3. Publications since PhD defense?
4. Experience in proposal writing, collaborations?
5. Institute-wide, national and international Collaborations?
6. Embedment within international research programs/international communities?
7. Family status, commitments (e.g. children, elder people)?
8. Minority aspects (e.g. female, migrants)?
9. Envisaged scientific career (senior scientists, lecturer, professor)?
10. Successful supervision of students?

Items of Actions

Based on the above answers the following items of actions are envisaged (Mentor and Mentee should specify what the Mentee, Mentor and if applicable also what the office can do).

Items of Actions – Mentee

(please specify)

Items of Actions – Mentor

(please specify)

Items of Actions – Office

(please specify)

Appendix: Traits of a Good Mentor

The characteristics of a **good** mentor are very well described in Burroughs Wellcome Fund and Howard Hughes Medical Institute (2006):

"Good mentors often share some of the following personal qualities:

- **Accessibility:** *An open door and an approachable attitude.*
- **Empathy:** *Personal insight into what the trainee is experiencing.*
- **Open-mindedness:** *Respect for each trainee's individuality and for working styles and career goals different from your own.*
- **Consistency:** *Acting on your stated principles on a regular basis.*
- **Patience:** *Awareness that people make mistakes and that each person matures at his or her own rate.*
- **Honesty:** *Ability to communicate the hard truths about the world "out there" and about the trainee's chances.*
- **Savvy:** *Attention to the pragmatic aspects of career development."*

Reference:

Burroughs Wellcome Fund and Howard Hughes Medical Institute (2006): Making the Right Moves - A Practical Guide to Scientific Management for Postdocs and New Faculty. 2nd Edition, 267pp.