

CAREER GUIDANCE FOR TRAINEES

Project Development and Evaluation Workshop

August 3rd - 5th, 2022



Application Deadline: May 11, 2022

The Burroughs Wellcome Fund announces a three-day workshop for early career administrators whose work focuses on the career development of PhD scientists.

The workshop will focus on developing participants' research evaluation skills while creating new career-focused interventions or activities for use at the participants' home institutions. In the year following the workshop, participants will each develop their research and evaluation networks, run their project with support from a small grant from the Burroughs Wellcome Fund, submit their results for presentation at a national meeting, and produce a rigorously prepared manuscript for publication.

Ten seats are available. Transportation, housing, and most meals will be covered by the Burroughs Wellcome Fund.

The application process uses the Burroughs Wellcome Fund's grant submission system. Note that this application must have a signature from your sponsored program office.

Who May Apply?

Academic administrators whose work is at least 80% focused on career development activities focused on graduate students or postdoctoral fellows at a scientific research-focused institution in the United States or Canada and who have been in this type of role for at least 3 years (36 months) but not more than 7 years (84 months) may apply. Employees of both non-profit degree granting institutions and independent research institutes may apply.

Typically, successful applicants will be running substantial activities within graduate career centers, postdoctoral offices, or interdepartmental graduate programs. Some, but not most, faculty serve roles that are appropriate—the requirement for 80% effort is a good guide. This workshop is not targeted to education researchers or trainees in education research unless they meet all other requirements above (time in position, 80% effort focused on providing career development to early career scientists).

Selection Criteria

Selection will be based on the creativity of the application, strength of the institutional commitment, and strength of accompanying letters. We expect that the workshop will reflect a diverse geographic range, a variety of institution types, and a diverse group of practitioners, just as our Career Guidance for Trainees program does ([hyperlink to list of awardees](#)).

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Project Development and Evaluation Workshop Application



1. (500 words or less) In a single page in a font of at least 11 pt., sketch **three** ideas for novel career development resources, interventions, or activities that you would like to have a chance to develop at your institution. For example, the three ideas could include one carried out online, one for a small group, and one that uses trainees' own creativity to help them explore career possibilities. Other variations will also be accepted. All three ideas must be on the same single page.

If chosen for the workshop, you **will not be limited** to developing one of the projects described here.

2. (500 words or less) In a single page in a font of at least 11 pt., describe a successful career-focused program, intervention, or resource you have created and are proud of. What was the Big Idea behind it? What, if anything, went differently than you expected? What was the most important outcome for the trainees who experienced it?

3. Submit an unblinded letter from the official responsible for training at your institution. The institutional letter should

- 1.) Describe the role of your unit (for example, the graduate career center, postdoc office, etc.) in the institution's commitment to research training.
- 2.) Describe your qualifications, achievements, and how the institution sees your future.
- 3.) Describe an institutional commitment to you evaluating and disseminating career development materials that you create at the institution.