

**ANNUAL EVALUATION  
RESEARCH FELLOWS**

**The research fellow should complete assessment and then the PI will be given the opportunity to make his/her comments.**

<i>Last Name:</i>	<i>First Name:</i>	<i>Middle Initial:</i>	<i>Date of Review:</i>
<i>Department:</i>	<i>Position:</i>	<i>Principal Investigator:</i>	<i>Next Review Date:</i>

**Please comment on the following:**

**\*Interpersonal skills/Ability to work with the lab team – i.e., cooperation with others, fostering lab growth, reliability, etc.**

Postdoc Comments:

Mentor Comments:

**\*Communication skills – i.e, written, oral, clarity, presentations**

Postdoc Comments:

Mentor Comments:

## ANNUAL EVALUATION & DEVELOPMENT PLAN FOR RESEARCH FELLOWS

**\*Research Skills – i.e., innovative, data interpretation, applying new techniques, take ownership of projects, evaluate and improve current protocols**

Postdoc Comments:

Mentor Comments:

**\*Other Skills – i.e, reads and evaluates literature, assists with writing grant proposals, participation in department or national meetings, teaching/mentoring, leadership skills**

Postdoc Comments:

Mentor Comments:

**\*List accomplishments – publications, conference presentations, local lectures, lectures, grants or awards, grants pending, etc.**

Postdoc Comments:

Mentor Comments:

## ANNUAL EVALUATION & DEVELOPMENT PLAN FOR RESEARCH FELLOWS

**Development Plan:** To be filled out by the mentor and discussed with the research fellow.

Review and discuss job expectations and develop a plan to successfully complete the post-doc appointment and to prepare him/her to meet personal career goals.

Targeted Development Areas	Goals for Upcoming Year
<i>List interpersonal, communication and/or analytical skills to focus on</i>	<i>How will the achievement of goals be determined or benchmarked?</i>

I have discussed the contents of this report with my mentor.

<i>Post Doctoral Fellow Signature:</i>	<i>Date:</i>
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<i>Principal Investigator Signature:</i>	<i>Date:</i>
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