# Initial Meeting for MIT Postdoctoral Researchers and Advisors

**Postdoctoral Researcher:**

**Title:**

**Date of hire:**

**Principal Investigator:**

**Meeting Date**

**Initial meeting between supervisor/mentor and postdoctoral** **researcher (“postdoc”)**

**Suggested Discussion Points are listed below.**

* Career goals
* Research project outline
* Possible publications
* Research group culture (including typical daily schedules, interactions, etc.)
* Meeting schedule – (between postdoc/supervisor; with the research group)
* Laboratory safety
* Record keeping
* Expectations regarding supervision and independence
* Attendance at scientific seminars and conferences
* Presentations – group meetings, conferences
* Teaching, mentoring, and supervision opportunities
* Writing opportunities (grants, papers)
* Development of critical evaluation skills
* Networking skills and how to find an additional mentor(s)
* Career workshops/panels available (on- and off campus opportunities)
* Additional points raised by postdoc or advisor
* Review of available forms:

Statement on the postdoctoral training period at MIT

MIT Postdoctoral Training Checklist (for postdocs)

Annual Development Review for MIT Postdoctoral Researchers

## ADVISOR’S NOTES:

*Acknowledgment that meeting took place:*

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Postdoctoral Scholar Signature Date Advisor Signature Date