**UNC Charlotte ADVANCE FADO**

**New Faculty Individual Development Plan (IDP)**

**STEP 1: Articulate your Career Goals**

* What are your long-term career plans?
* What are your shorter-term goals that will ultimately take you there?
* How are these goals aligned with your department/unit needs and expectations?

**STEP 2: Establish a mentoring relationship with faculty from both inside and outside your home department**

* Go to <https://docs.google.com/forms/d/e/1FAIpQLSfMgcdhKoo1-qdJ5sGO1z57nIlJewE_RuSNm6gTvHZyVeoOqg/viewform> to sign up for the ADVANCE Faculty Mentoring Program
* Attend the New Faculty Learning Community offered through ADVANCE

<https://advance.uncc.edu/programming/programs/new-faculty-learning-community>

**STEP 3: Seek understanding on the RPT Criteria in your Department/Unit and College**

* Examine both departmental and college criteria and seek clarity as needed
* Discuss criteria and guidelines for RPT with chair, dean and mentor(s)
* Ask to see samples of previous (and recent) successfully promoted candidates in your area

**STEP 4: Conduct a Self-Assessment**

*Consider the trajectory of your career thus far*

* How has it changed from your original career plan/direction?
* Have these departures been intentional? Have they been aligned with your changing interests and opportunities?
* Has your career trajectory been impacted by work/life balance issues?
* Does anything need to be adjusted so that it aligns with your goals in Step 1?

*Assess your Strengths and areas that need further Development*

* What are your strengths?
* What specific areas need further development?
* Identify resources that can be utilized to develop these areas (e.g. CTL)
* Ask peers and mentors for their input

**STEP 5: Write a Career Plan**

* Plan should map out the general path you want your career to take, and match skills, strengths and performance expectations to your career choices and work activities.
* Planning document to be viewed as a dynamic document that will be examined and updated on a regular basis
* Goal is to build upon current strengths and interests and align them with department needs and performance criteria by identifying areas for development and providing a strategy to address them
* Plan should incorporate results of Steps 1 – 4 above and should include:
* A list of your skills and strengths that you can build on
* A list of specific areas that require further development
* Specific short and long-term career goals and relevant time frames (what you want to achieve and by when)
* A list of approaches/resources/strategies/training you will need to implement your career plan

**STEP 6: Discuss Plan with Mentor(s) and Chair**

* Seek input on how realistic the plan and time frame is?
* Do they have ideas for obtaining appropriate resources to implement plan?
* Do they have ideas related to how to implement the plan?
* Do they think the plan is aligned with department/unit needs?
* Do they think the plan is aligned with the performance criteria?

**STEP 7: Implement the Plan**

* Put your plan into action
* Revise and modify the plan as necessary
* Review the plan with your mentor(s) and chair on a regular basis