Individual Development Plan

for

Personal Information

Title:
Institution:

IDP last modified: 6/10/2019

Career Plans Summary

Plan A

Long Term Goal: Design sustainable systems to meet environmental standards
Short Term Goal: not specified

Plan B

Long Term Goal: Engage in creating and refining current environmental standards and regulations
Short Term Goal: not specified

SMART Goal Summary

Note: goals after 12 months from now are not shown.

June, 2019

- Meet and speak with an environmental engineer in the private sector
- Meet and speak with an environmental engineer in the public sector
- Tour a wastewater treatment plant
- Research five potential internship opportunities for next summer
- Apply for a driver's permit
- Refine my resume with updated information
- Consider various places I might live
- Update my resume and linked in account
- Contact my academic advisor
- Gain fieldwork experience and learn how to use testing instruments
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

July, 2019

- Meet and speak with an environmental engineer in the private sector
- Meet and speak with an environmental engineer in the public sector
- Tour a wastewater treatment plant
- Research five potential internship opportunities for next summer
- Apply for a driver's permit
- Refine my resume with updated information
- Consider various places I might live
- Contact my academic advisor
- Gain fieldwork experience and learn how to use testing instruments

- Learn how to effectively use excel
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August, 2019

- Meet and speak with an environmental engineer in the private sector
- Meet and speak with an environmental engineer in the public sector
- Tour a wastewater treatment plant
- Research five potential internship opportunities for next summer
- Apply for a driver's permit
- Consider various places I might live
- Contact my academic advisor
- Gain fieldwork experience and learn how to use testing instruments
- Take a class on statistics and probability for engineers
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

September, 2019

- Consider various places I might live
- Contact my academic advisor
- Gain fieldwork experience and learn how to use testing instruments
- Take a class on statistics and probability for engineers
- Reach out to campus faculty and staff in my field
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

October, 2019

- Consider various places I might live
- Gain fieldwork experience and learn how to use testing instruments
- Take a class on statistics and probability for engineers
- Reach out to campus faculty and staff in my field
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

November, 2019

- Consider various places I might live
- Gain fieldwork experience and learn how to use testing instruments
- Take a class on statistics and probability for engineers
- Reach out to campus faculty and staff in my field
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

December, 2019

- Consider various places I might live
- Take a class on statistics and probability for engineers
- Reach out to campus faculty and staff in my field
- Learn how to effectively use excel

- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

January, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

February, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

March, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

April, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

May, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

June, 2020

- Consider various places I might live
- Learn how to effectively use excel
- Refine my knowledge in the STELLA program
- Research what skills job applications require
- Speak to my adviser about the MENG program

Self Assessment Summary

Strong Skills

- Broad based knowledge of science
- Speaking clearly and effectively
- Negotiating difficult conversations
- Demonstrating workplace etiquette

- Complying with rules and regulations
- Upholding commitments and meeting deadlines
- Maintaining positive relationships with colleagues
- Dealing with conflict
- Planning and organizing projects
- Time management
- Delegating responsibilities
- Leading and motivating others
- Serving as a role model
- How to interview

Weak Skills

- Navigating the peer review process
- Writing scientific publications
- Writing grant proposals

Top Interests

- Creating presentations
- Reading papers in your field
- Keeping up with current events in science
- Building new devices or developing/refining techniques
- Using quantitative methods in understanding science (e.g., statistics, mathematical modeling)
- Using qualitative methods in understanding science (e.g., focus groups, in-depth interviews, field observations)
- Speaking about science to non-scientists
- Analyzing financial data or budgets
- Working in a team
- Networking with others
- Leading or supervising others

Activities To Avoid

- Designing experiments
- Performing experiments
- Planning new scientific projects or developing new research directions
- Writing grant proposals
- Writing scientific manuscripts
- Teaching in a classroom setting
- Developing curricula
- Writing about science to non-scientists

Top Values

- Teamwork: work in collaboration with others as part of a team
- Competition: engage in activities that test my abilities/achievements against others' abilities/achievements
- Intellectual Challenge: perform work that is intellectually stimulating
- Expert Status: be acknowledged as an expert in a given field
- Benefits Available: have health, retirement, tuition reimbursements, etc.
- Recognition: be recognized or appreciated for the quality of my work
- Earning Potential: have a salary which allows me to purchase essentials as well as some luxuries of life
- Status and Prestige: work in a position or organization which carries respect with my friends, family or colleagues

Self Assessment Summary Tables

Skills Summary

1	2	3	4	5

Highly deficient				*Highly proficient*
• Navigating the peer review process • Writing scientific publications • Writing grant proposals	• Experimental design • Statistical analysis • Presenting research to scientists • Demonstrating responsible authorship and publication practices • How to maintain a professional network • How to prepare application materials • How to negotiate • Deep knowledge of my specific research area • Technical skills related to my specific research area	• Critical evaluation of scientific literature • Interpretation of data • Presenting to nonscientists • Teaching in a classroom setting • Training and mentoring individuals • Seeking advice from advisors and mentors • Contributing to institution (e.g. participate on committees) • Providing instruction and guidance • Careful recordkeeping practices • Understanding of data ownership/sharing issues • Can identify and address research misconduct • Can identify and manage conflict of interest • How to identify career options	• Creativity/innovative thinking • Basic writing and editing • Writing for nonscientists • Contributing to discipline (e.g. member of professional society) • Providing constructive feedback • Developing/managing budgets • Managing data and resources • Creating vision and goals • Demonstrating responsible conduct in human research • Demonstrating responsible conduct in animal research	• Broad based knowledge of science • Speaking clearly and effectively • Negotiating difficult conversations • Demonstrating workplace etiquette • Complying with rules and regulations • Upholding commitments and meeting deadlines • Maintaining positive relationships with colleagues • Dealing with conflict • Planning and organizing projects • Time management • Delegating responsibilities • Leading and motivating others • Serving as a role model • How to interview

Interests Summary

1 ***I would like to never do this in my career***	**2**	**3**	**4**	**5** ***I would like to do this often in my career***
• Designing experiments • Performing experiments • Planning new scientific projects or developing new research directions	• Writing position papers or policy papers • Attending conferences or scientific meetings • Negotiating agreements	• Writing project reports or other business-related correspondence • Representing data in figures/illustrations • Giving presentations about science	• Analyzing experimental results • Learning about other fields • Discussing science with others • Learning how to use new	• Creating presentations • Reading papers in your field • Keeping up with current events in science • Building new devices or developing/refining techniques

• Writing grant proposals • Writing scientific manuscripts • Teaching in a classroom setting • Developing curricula • Writing about science to non-scientists	• Planning or organizing events	• Thinking about science • Performing research with animal subjects • Performing research with human subjects • Serving on committees	equipment or techniques • Mentoring or teaching one-on-one • Developing collaborations • Assessing business trends and strategies, entrepreneurial ideas • Work-related travel • Organizing things, creating systems in the workplace	• Using quantitative methods in understanding science (e.g., statistics, mathematical modeling) • Using qualitative methods in understanding science (e.g., focus groups, in-depth interviews, field observations) • Speaking about science to non-scientists • Analyzing financial data or budgets • Working in a team • Networking with others • Leading or supervising others

Values Summary

1 *Unimportant*	2	3	4	5 *Essential*
• Work Alone: work on projects by myself, with little contact with others • Aesthetics: appreciate the beauty of things and ideas that I work with	• Help Others: be involved with directly helping individuals or small groups • Fast Pace: work in a busy atmosphere with frequent deadlines • Supervision: be directly responsible for work done by others • Independence: work with little direction from others • Variety: have job duties that change frequently • Physically Challenging: have a job that requires high physical demands	• Friendships: Develop close personal relationships with people at work • Make Decisions: have authority to decide courses of action, policies, etc. • Creativity: originate and develop new ideas • Risk Taking: have work duties that involve trying new things, despite the chance that negative outcomes could result • Flexible Schedule: have some choice over	• Help Society: contribute to betterment of world • People Contact: have day-to-day contact with clients or colleagues • Congenial Atmosphere: work with friendly colleagues • Influence People: be in a position to change attitudes or opinions of other people • Work on Frontiers of Knowledge: engage in the pursuit of knowledge or generating new ideas	• Teamwork: work in collaboration with others as part of a team • Competition: engage in activities that test my abilities/achievements against others' abilities/achievements • Intellectual Challenge: perform work that is intellectually stimulating • Expert Status: be acknowledged as an expert in a given field • Benefits Available: have health, retirement, tuition reimbursements, etc. • Recognition: be recognized or appreciated for the quality of my work • Earning Potential: have a salary which allows me to purchase essentials as well as some luxuries of life

			the hours or days that I work • Job Tranquility: work in a low pressure environment	• Predictability: have job duties that are similar day-to-day • Job Security: be assured of keeping my job and salary • Location: live in a place which is conducive to my lifestyle • Not Physically Challenging: have a job that does not require high physical demands • Professional Development: have a job with opportunities for growth or promotions • Work/Life Balance: balance time spent at work and time spent doing other activities • Family Friendly: have a job with policies supportive of families, including day care, flexible work schedules, etc. • Exercise Competence: take advantage of my strongest talents and skills on a regular basis • Learn New Things: be challenged to learn new skills or knowledge on a regular basis • High Demand: develop a desirable knowledge	• Status and Prestige: work in a position or organization which carries respect with my friends, family or colleagues	

			base or skill set to facilitate finding my next job	

Career Exploration Summary

Career Resources

Events

Networking

Career Advancement Goals

Name: Meet and speak with an environmental engineer in the private sector
Frequency:
Start date: 6/10/2019
End date: 8/15/2019
Accountability:
Completed: No

Name: Meet and speak with an environmental engineer in the public sector
Frequency:
Start date: 6/10/2019
End date: 8/15/2019
Accountability:
Completed: No

Name: Tour a wastewater treatment plant
Frequency:
Start date: 6/10/2019
End date: 8/15/2019
Accountability:
Completed: No

Name: Research five potential internship opportunities for next summer
Frequency:
Start date: 6/10/2019
End date: 8/15/2019
Accountability: I will keep a list of title, position, skills required, and due date
Completed: No

Name: Apply for a driver's permit
Frequency:
Start date: 6/10/2019
End date: 8/15/2019
Accountability:
Completed: No

Name: Refine my resume with updated information
Frequency:
Start date: 6/10/2019
End date: 7/10/2019
Accountability:

Completed: No

Name: Consider various places I might live
Frequency:
Start date: 6/10/2019
End date: 8/15/2020
Accountability: Research employment of environmental engineers in various areas, consider the environmental demand differentiation, salary, and living expenses
Completed: No

Skills Development Goals

How to maintain a professional network

Name: Update my resume and linked in account
Frequency:
Start date: 6/10/2019
End date: 6/24/2019
Accountability:
Completed: No

Name: Contact my academic advisor
Frequency:
Start date: 6/10/2019
End date: 9/30/2019
Accountability:
Completed: No

Name: Reach out to campus faculty and staff in my field
Frequency:
Start date: 9/1/2019
End date: 12/15/2019
Accountability:
Completed: No

Deep knowledge of my specific research area

Name: Speak to my adviser about the MENG program
Frequency:
Start date:
End date:
Accountability:
Completed: No

Name: Gain fieldwork experience and learn how to use testing instruments
Frequency:
Start date: 6/10/2019
End date: 11/15/2019
Accountability:
Completed: No

Technical skills related to my specific research area

Name: Take a class on statistics and probability for engineers
Frequency:

Start date: 8/20/2019
End date: 12/31/2019
Accountability:
Completed: No

Name: Refine my knowledge in the STELLA program
Frequency:
Start date:
End date:
Accountability:
Completed: No

Name: Research what skills job applications require
Frequency:
Start date:
End date:
Accountability:
Completed: No

Name: Learn how to effectively use excel
Frequency:
Start date:
End date:
Accountability:
Completed: No