

Individual Development Plan

for
Charlotte Subak

Personal Information

Current Role: BS Student

Institution:

IDP last modified: 7/1/2024

Career Plans Summary

Plan A

Long Term Goal:

Short Term Goal:

Plan B

Long Term Goal:

Short Term Goal:

SMART Goal Summary

Note: only goals within last 12 months and up 12 months in the future are shown.

July 2024

- identify and reach out to 5 people to conduct informal interviews with by the end of the BUEE program
- Gain experience with GIS
- Update my Linked in at least 1x per month [monthly]
- Present my research from BUEE at a conference

August 2024

- identify and reach out to 5 people to conduct informal interviews with by the end of the BUEE program
- Gain experience with GIS
- Update my Linked in at least 1x per month [monthly]
- Present my research from BUEE at a conference

September 2024

- Update my Linked in at least 1x per month [monthly]
- Talk one on one with each of my professors outside of class time 4x this semester
- Present my research from BUEE at a conference

October 2024

- Update my Linked in at least 1x per month [monthly]
- Talk one on one with each of my professors outside of class time 4x this semester
- Present my research from BUEE at a conference

November 2024

- Update my Linked in at least 1x per month [monthly]
- Talk one on one with each of my professors outside of class time 4x this semester
- Present my research from BUEE at a conference

December 2024

- Update my Linked in at least 1x per month [monthly]
- Talk one on one with each of my professors outside of class time 4x this semester
- Present my research from BUEE at a conference

Self Assessment Summary

Strong Skills

- Experimental design
- Basic writing and editing
- Demonstrating workplace etiquette

Weak Skills

- How to maintain a professional network
- How to negotiate

Top Interests

- Designing experiments
- Performing experiments
- Giving presentations about science
- Learning about other fields
- Keeping up with current events in science

- Discussing science with others
- Learning how to use new equipment or techniques
- Using qualitative methods in understanding science (e.g., focus groups, in-depth interviews, field observations)
- Working in a team
- Work-related travel

Activities To Avoid

Top Values

- Congenial Atmosphere: work with friendly colleagues
 - Job Security: be assured of keeping my job and salary
 - Benefits Available: have health, retirement, tuition reimbursements, etc.
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Self Assessment Summary Tables

Skills Summary

1 Highly deficient	2	3	4	5 Highly proficient
<ul style="list-style-type: none"> • How to maintain a professional network • How to negotiate 	<ul style="list-style-type: none"> • Broad based knowledge of science • Writing scientific publications • Negotiating difficult conversations • Contributing to discipline (e.g. member of professional society) • Managing data and resources 	<ul style="list-style-type: none"> • Writing grant proposals • Teaching in a classroom setting • Training and mentoring individuals • Seeking advice from advisors and mentors • Upholding commitments and meeting deadlines • Contributing to institution (e.g. participate on committees) • Dealing with conflict • Planning and organizing projects • Time management • Developing/managing budgets • Delegating responsibilities • Leading and motivating others • Creating vision and goals • Serving as a role model • Careful recordkeeping practices • Demonstrating responsible authorship and publication practices • Demonstrating responsible conduct in human research • Demonstrating responsible conduct in animal research 	<ul style="list-style-type: none"> • Critical evaluation of scientific literature • Statistical analysis • Interpretation of data • Creativity/innovative thinking • Navigating the peer review process • Writing for nonscientists • Speaking clearly and effectively • Presenting research to scientists • Presenting to nonscientists • Complying with rules and regulations • Maintaining positive relationships with colleagues • Providing instruction and guidance • Providing constructive feedback • Understanding of data ownership/sharing issues • Can identify and address research misconduct • How to prepare application materials • How to interview • Deep knowledge of my specific research area 	<ul style="list-style-type: none"> • Experimental design • Basic writing and editing • Demonstrating workplace etiquette

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|--|---|--|
| | <ul style="list-style-type: none">• Can identify and manage conflict of interest• How to identify career options• Technical skills related to my specific research area | |
|--|---|--|
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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
	<ul style="list-style-type: none"> • Writing grant proposals • Writing scientific manuscripts • Performing research with human subjects • Analyzing financial data or budgets 	<ul style="list-style-type: none"> • Writing project reports or other business-related correspondence • Writing position papers or policy papers • Building new devices or developing/refining techniques • Using quantitative methods in understanding science (e.g., statistics, mathematical modeling) • Teaching in a classroom setting • Negotiating agreements • Serving on committees • Organizing things, creating systems in the workplace • Leading or supervising others 	<ul style="list-style-type: none"> • Analyzing experimental results • Planning new scientific projects or developing new research directions • Creating presentations • Representing data in figures/illustrations • Reading papers in your field • Thinking about science • Attending conferences or scientific meetings • Performing research with animal subjects • Developing curricula • Writing about science to non-scientists • Speaking about science to non-scientists • Mentoring or teaching one-on-one • Developing collaborations • Assessing business trends and strategies, entrepreneurial ideas • Networking with others • Planning or organizing events 	<ul style="list-style-type: none"> • Designing experiments • Performing experiments • Giving presentations about science • Learning about other fields • Keeping up with current events in science • Discussing science with others • Learning how to use new equipment or techniques • Using qualitative methods in understanding science (e.g., focus groups, in-depth interviews, field observations) • Working in a team • Work-related travel



Values Summary

1 Unimportant	2	3	4	5 Essential
<ul style="list-style-type: none"> • Competition: engage in activities that test my abilities/achievements against others' abilities/achievements 	<ul style="list-style-type: none"> • Fast Pace: work in a busy atmosphere with frequent deadlines • Work Alone: work on projects by myself, with little contact with others • Independence: work with little direction from others • Aesthetics: appreciate the beauty of things and ideas that I work with • Predictability: have job duties that are similar day-to-day • Risk Taking: have work duties that involve trying new things, despite the chance that negative outcomes could result • Not Physically Challenging: have a job that does not require high physical demands • Status and Prestige: work in a position or organization which carries respect with my friends, family or colleagues • Family Friendly: have a job with policies supportive of families, including day care, flexible work schedules, etc. 	<ul style="list-style-type: none"> • Make Decisions: have authority to decide courses of action, policies, etc. • Supervision: be directly responsible for work done by others • Influence People: be in a position to change attitudes or opinions of other people • Intellectual Challenge: perform work that is intellectually stimulating • Expert Status: be acknowledged as an expert in a given field • Recognition: be recognized or appreciated for the quality of my work • Physically Challenging: have a job that requires high physical demands • Flexible Schedule: have some choice over the hours or days that I work • Job Tranquility: work in a low pressure environment • High Demand: develop a desirable knowledge base or skill set to facilitate finding my next job 	<ul style="list-style-type: none"> • Help Society: contribute to betterment of world • Help Others: be involved with directly helping individuals or small groups • People Contact: have day-to-day contact with clients or colleagues • Teamwork: work in collaboration with others as part of a team • Friendships: Develop close personal relationships with people at work • Work on Frontiers of Knowledge: engage in the pursuit of knowledge or generating new ideas • Creativity: originate and develop new ideas • Variety: have job duties that change frequently • Earning Potential: have a salary which allows me to purchase essentials as well as some luxuries of life • Location: live in a place which is conducive to my lifestyle • Professional Development: have 	<ul style="list-style-type: none"> • Congenial Atmosphere: work with friendly colleagues • Job Security: be assured of keeping my job and salary • Benefits Available: have health, retirement, tuition reimbursements, etc.

- Exercise
Competence: take advantage of my strongest talents and skills on a regular basis

- a job with opportunities for growth or promotions
- Work/Life Balance: balance time spent at work and time spent doing other activities
 - Learn New Things: be challenged to learn new skills or knowledge on a regular basis

Career Exploration Summary

Career Resources

6/28/2024	https://esajournals.onlinelibrary.wiley.com/doi/10.1002/fee.1535	ESA article on private sector ecology careers
6/28/2024	https://www.esa.org/programs/student-programs/info-for-undergraduate-students/#second	ESA overview of ecology careers
6/28/2024	https://esajournals.onlinelibrary.wiley.com/doi/10.1002/fee.1800	ESA Environmental consulting article
6/28/2024	https://esajournals.onlinelibrary.wiley.com/doi/10.1002/fee.1926	ESA article on federal agency ecology careers
6/28/2024	https://www.esa.org/programs/student-programs/	ESA program for undergrads : SEEDS
6/28/2024	https://www.fisheries.noaa.gov/insight/looking-career-marine-life-look-noaa	NOAA career descriptions page
6/28/2024	https://www.fisheries.noaa.gov/national/careers-more/science-careers	NOAA science careers page
6/28/2024	https://www.fisheries.noaa.gov/national/careers-more/resource-management-careers	NOAA management careers page
6/28/2024	https://marinebio.life/home/resources/careers-internship-more/	marine science resources: listservs, job postings, etc

Events

Networking

Career Advancement Goals

Conduct informational interviews

Name: identify and reach out to 5 people to conduct informal interviews with by the end of the BUEE program

Frequency:

Start date: 7/1/2024

End date: 8/9/2024

Accountability:

Completed: No

Develop career-specific skills

Name: Gain experience with GIS

Frequency:

Start date: 7/1/2024

End date: 8/30/2024

Accountability:

Completed: No

Attend workshops, site visits, conferences, or events related to my career interests

Name: Present my research from BUEE at a conference
Frequency:
Start date: 7/1/2024
End date:
Accountability:
Completed: No

Skills Development Goals

Seeking advice from advisors and mentors

Name: Talk one on one with each of my professors outside of class time 4x this semester
Frequency:
Start date: 9/1/2024
End date: 12/20/2024
Accountability:
Completed: No

How to maintain a professional network

Name: Update my Linked in at least 1x per month
Frequency: monthly
Start date: 7/1/2024
End date: 12/31/2024
Accountability:
Completed: No

Mentoring Summary

Mentor

Role

Renae Brodie
Kate Ballentine

Biological sciences academic advisor
Professor whos class I TA