

AGENDA

DOM Career Development Committee Meeting

A. Mentee overview -- Informal summary of past year's activities, accomplishments 10 min

Mentee provides a brief, informal summary of their major activities and recent accomplishments in clinical care, education, research & scholarship, and administration. Can use relevant items from their completed IDP as a jumping off point for this overview.

B. Mentee-driven agenda items (listed on IDP) 15 min

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- _____
- _____

C. Common agenda items, open discussion 15 min

1. Career development, including longer-term goals and leadership

- *What areas of your career development have you been focusing on, or think you need to focus on in the months ahead, to grow professionally and be successful in your work roles?*
- *What kinds of new work or leadership roles are appealing to you, now or in the future?*

2. Workplace climate

- *What features of your work environment are positive and helpful to you – things that increase your productivity and satisfaction, make you enjoy being here?*
- *What features are problematic (unwelcoming, unclear, insufficient, inflexible, inequitable) and posing challenges to your success, contributing to burnout?*

3. COVID-19 work/life complications, wellbeing, work-life integration

- *How has COVID-19 been affecting you (at work, home)?*
- *How would you rate your overall wellbeing right now? Are there specific stressors or pain points that would be helpful to discuss? Is your work-life integration satisfactory or out of balance?*
- *What one workplace feature could better support your wellbeing right now?*

4. Progress toward promotion, potential change in track

D. Mentee (alone) with committee member 5 min

- Interactions with mentor(s)
- Overall work satisfaction
- Specific concerns or needs (additional mentors, resources, etc.)

E. Mentor (alone) with committee member 5 min

- Interactions with mentee
- Specific strengths and talents of mentee; leadership potential
- Areas in which mentee might benefit from more development, support

F. Collaborative wrap up (all) 5 min

- Summarize accomplishments
- Recommend action items for mentee, mentor, others
- Address additional mentee questions