

## **NOT-OD-14-096 Attachment**

August 1, 2014

Stanford University supports the professional and academic development of postdoctoral trainees through a dedicated Office of Postdoctoral Affairs, two career centers, and a multitude of programs offered by those entities and others on campus.

The Office of Postdoctoral Affairs (OPA) at Stanford University oversees, develops and manages policies related to all postdoctoral scholars at Stanford; offers educational programs and services to postdoctoral scholars; and collaborates with university organizations, faculty, postdocs, their administrators and external entities to support the training, personal growth, and professional development of each postdoc in preparation for an independent career. Programs offered through OPA include but are not limited to:

### **Academic Careers**

- Scientific Management Series (SMS) – Introduction to laboratory and research management skills critical for productive independent careers in academic and other settings. The series is complements the HHMI/BWF book, *Making the Right Moves – A Practical Guide to Scientific Management for Postdocs and New Faculty*.
- Academic Chat Series - monthly lunch-time seminars with University leaders for postdocs across the University who are considering academic careers.
- Mentoring Training
- Teaching Methods Workshops

### **Skills Development**

- Stanford Biosciences Grant Writing Academy Program
- Advanced English Courses for Non-Native Speakers
- Quarterly sessions on Applying to Fellowships, Alternative Careers, etc.
- Library Resources Training
- Vocal Training for Public Speaking

### **Wellness**

- Stress Reduction Series
- Nutrition Series

Full details are available online <http://postdocs.stanford.edu/education/>.

The School of Medicine Career Center and the Stanford University Career Development provide critical support for the exploration of academic and non-academic career options, development of professional skill sets, and connections to opportunities. They house career and professional development resources via in-house and online libraries. Further, counselors provide insight into the career development and job search process one-to-one. Finally, the centers partner with alumni, faculty, and experts in myriad fields around discussion groups and curricular efforts. Both centers are both available to all postdocs on campus. <http://med.stanford.edu/careercenter/> <http://studentaffairs.stanford.edu/cdc/phd>

Additional programming is offered by the Lane Medical Library <http://lane.stanford.edu/index.html>, the Center for Teaching and Learning <https://teachingcommons.stanford.edu/ctl>, and through the Vice Provost for Graduate Education <https://vpge.stanford.edu/>