

Documenting Mentoring on your CV

Mentoring of faculty (senior, mid-level, junior), postdocs, fellows, residents, medical students and visiting summer students.

The Advance CV site is currently being revised in order to allow better detailing of achievements – including the Mentoring section. Currently within “Teaching and Mentoring”, there are sections devoted to detailing interactions with pre and postdoctoral students, faculty and other visiting faculty.

List the mentee’s name, their position, mentoring time-frame and 1) be specific about your role/interaction and 2) briefly note any positive outcomes.

For example – 1):

- Formal career mentor for junior faculty meeting four times a year in person and more informally communicating over the year
- Advisor for a post-doctoral research fellow in developing their research project and building their lab
- Research mentor for Assistant Professor, specifically guiding them through writing and submission of their grant proposal
- Advisor for visiting summer student...

2):

- “Resulted in coauthored paper with fellow as first author”
- “Residency successfully completed and matched for fellowship”
- “Successfully competed for a faculty position at...”
- “Mentee was advanced to Associate Professor in Residence...”
- “PhD awarded (date and degree) and moved to a post-doc position (with... at...)”
- “NIH R01 awarded to mentee...”

There is also a narrative *paragraph* for mentoring where you can be more specific about your interactions and the time involved with mentoring. This is where it is possible to best describe the co-mentoring of faculty who are not your “assigned” career mentee.

Mentoring awards and nomination for these awards should be detailed below this.

Mentoring hours should be included in the teaching and mentoring hour summary.