## Skills Assessment for ____________________ Date: __________

Your feedback will help your mentee identify his/her strengths and weaknesses, an important step toward creating an Individual Development Plan.

Please provide numerical feedback, on a scale of 1-5, where:
- 1 = highly deficient
- 5 = highly proficient

This is a subjective self-assessment of your mentee’s skills. As you rate each of these skills and knowledge areas, it will be most helpful if you use the full range of scores (1-5). Rating just a few items as a "1" will help distinguish the skills that need the most improvement, and rating just a few items as a "5" will help discern the skills that he/she is best at.

### Scientific Knowledge
- Broad based knowledge of science: 1 2 3 4 5
- Deep knowledge of mentee’s specific research area: 1 2 3 4 5
- Critical evaluation of scientific literature: 1 2 3 4 5

### Research Skills
- Technical skills related to mentee’s specific research area: 1 2 3 4 5
- Experimental design: 1 2 3 4 5
- Statistical analysis: 1 2 3 4 5
- Interpretation of data: 1 2 3 4 5
- Creativity/innovative thinking: 1 2 3 4 5
- Navigating the peer review process: 1 2 3 4 5

### Communication
- Basic writing and editing: 1 2 3 4 5
- Writing scientific publications: 1 2 3 4 5
- Writing grant proposals: 1 2 3 4 5
- Writing for nonscientists: 1 2 3 4 5
- Speaking clearly and effectively: 1 2 3 4 5
- Presenting research to scientists: 1 2 3 4 5
- Presenting to nonscientists: 1 2 3 4 5
- Teaching in a classroom setting: 1 2 3 4 5
- Training and mentoring individuals: 1 2 3 4 5
- Seeking advice from advisors and mentors: 1 2 3 4 5
- Negotiating difficult conversations: 1 2 3 4 5
**Professionalism**
- Demonstrating workplace etiquette
- Complying with rules and regulations
- Upholding commitments and meeting deadlines
- Maintaining positive relationships with colleagues
- Contributing to discipline (e.g. member of professional society)
- Contributing to institution (e.g. participate on committees)

**Management and Leadership Skills**
- Providing instruction and guidance
- Providing constructive feedback
- Dealing with conflict
- Planning and organizing projects
- Time management
- Developing/managing budgets
- Managing data and resources
- Delegating responsibilities
- Leading and motivating others
- Creating vision and goals
- Serving as a role model

**Responsible Conduct of Research**
- Careful recordkeeping practices
- Understanding of data ownership/sharing issues
- Demonstrating responsible authorship and publication practices
- Demonstrating responsible conduct in human research
- Demonstrating responsible conduct in animal research
- Can identify and address research misconduct
- Can identify and manage conflict of interest

**Career Advancement**
- How to maintain a professional network
- How to identify career options
- How to prepare application materials
- How to interview
- How to negotiate