

Fred Hutch Postbaccalaureate Program: Expectations for Faculty Mentors

The Postbac Program has two interconnected roles: a 40-hour per week non-exempt hourly position working at the bench on a research project and a student scholar role with curriculum designed to develop a foundation for further graduate studies and a career in research (variable time commitment; 4-12 hours per week). Scholars will be awarded a scholarship to allow protected time to focus on pursuing their scholar role.

Expectations for faculty mentors

Faculty members who serve as mentors for the Postbac Program will be expected to:

- Design a project appropriate for a postbac scholar that can be finished in 2 years and provides opportunity for professional and scientific development
- Write a one-paragraph description of the research project to allow prospective postbac scholars to choose a research lab
- Provide the postbac's wages (\$51,000/yr1; ~ \$52,785/yr2) and associated fringe for research activities, as well as a contribution toward the scholarship stipend award (\$5,000 per year). (Note that the stipend cannot be paid from federal grants.)
- Conduct regular performance reviews for the postbac scholar in accordance with Fred Hutch guidelines for employee performance appraisals
- Meet with postbac scholar regularly to oversee their scientific training and progress on their research project
- Identify a lab member (graduate student, postdoc, or senior technician) to serve as a secondary lab mentor and oversee the postbac's research project if the faculty member won't be the direct supervisor
- Work with the postbac scholar to create an Individual Development Plan (IDP) for their postbac career
- Serve as secondary mentor for another postbac scholar and meet with them 2-4 times per year
- Support the postbac scholar attending Postbac Program academic development activities outside of their 40-hour work week and a two-week training course in the summer prior to beginning in the lab
- Help the postbac scholar with applying for grants (such as NSF GFRP) and graduate school applications
- Participate in Postbac Program activities including the annual Postbac Scholar Symposium
- Complete an annual survey to provide feedback and outcomes on the Postbac Program
- Participate in additional Postbac Program events on an ad hoc basis, such as one of the monthly academic development seminars