**TNDA T32 Mentor Form**

**Mentor Name:** Click or tap here to enter text.

**Trainee Name:** Click or tap here to enter text.

**Please confirm that you or your department are able to cover** **the supplemental difference between the TNDA T32 fellowship stipend and the Fellow salary scales per the current** [**UAW contract.**](https://ucnet.universityofcalifornia.edu/labor/bargaining-units/br/contract.html)

**If not in Psych, please confirm you will work with your department to have them process your trainees TNDA T32 appointment in UCPath.**

**Trainee Project Funding Source:** Click or tap here to enter text.

**Preferred date to present in the TNDA Seminar (Please select a Tuesday, the course is held 11AM-12PM every other Tuesday during the Fall, Winter, and Spring academic terms starting on Tuesday Oct 1st):**

Click or tap to enter a date.

**2nd preferred date:** Click or tap to enter a date.

**3rd preferred date:** Click or tap to enter a date.

**TNDA seminar topic:** Click or tap here to enter text.

**Date of most recent mentor training or date of upcoming mentor training:** Click or tap here to enter text.

**Regular meeting time/date with trainee:** Click or tap here to enter text.

**Please acknowledge that you agree to the mentoring expectation of the TNDA T32:**

While the program respects the rights of individual mentors to advise their trainees in a manner that they feel contributes best to the trainee’s progress, the program has expectations of mentors that will be the basis of review of privileges for mentoring TNDA trainees. I agree to adhere to the following TNDA T32 mentor expectations:

1. Engaging in culturally-competent mentoring practices and yearly training.
2. Preparing a mentoring plan individualized to the trainee.
3. Submit training progress updates every six months.
4. Meet weekly with the fellow to provide training, research guidance, and professional mentoring.
5. Assure that fellows are co-authors on conference abstracts and peer-reviewed publications that result from the training relationship. Promoting each trainee’s scientific contributions is critical.
6. Actively advance trainee careers by ensuring high-quality research, facilitating networking, mentoring career development as scaffolded by the trainee’s individual development plan, and promoting trainees by nominating them for presentations, awards, and career opportunities.
7. Help trainees prepare and submit of applications for future funding (e.g., NRSA, D-SPAN, K99/R00).
8. Consulting with the TNDA directors if they have concerns about the progress of the trainee.
9. Ensure that trainees participate in the TNDA curriculum, structuring research and training to accommodate.
10. Active in all aspects of the TNDA curriculum. This includes lecturing in core courses, participating in the TNDA Seminar by attending regularly and providing a yearly “teaching talk” on an area of research (e.g., non-human animal models of aspects of addiction), method (e.g., optogenetics), and/or a key area of professional development (e.g., giving a job talk), and participating in the annual program retreat.



**Please fill out, sign, and return the below mentor compact to Jenna Pimenta (**[**jennapimenta@g.ucla.edu**](mailto:jennapimenta@g.ucla.edu)**) before your trainee’s appointment start date.**

Mentoring provides the core of a trainee experience, and communication between the trainee and mentor is essential for a successful fellowship. To foster this important aspect of training, the mentor and trainee must hold an initial meeting to discuss the trainee’s research and career goals and mutual expectations for the first year.

This form must be completed before the trainee appointment date.

The mentor and trainee can refer to the following sections of the NIH sourcebook: <http://sourcebook.od.nih.gov/ethic-conduct/guidelines-mentors.htm> <http://sourcebook.od.nih.gov/ethic-conduct/guidelines-trainees.htm>

1. What is the trainee’s general career goal (e.g., academia, industry)?
2. Describe the trainee’s general research goals.
3. Describe specific expectations for the **first year** in the following areas:

* Research projects and collaborations
* Technical training for project
* Presentations (e.g., journal club, lab meetings)
* Scientific meetings to attend (note abstract deadlines)
* Frequency of meetings with mentor
* Career development (e.g., OECD or OITE workshops, grant writing, workplace dynamics)
* Publications (e.g., thesis and future research)

1. Other expectations (e.g., work schedule, vacations)
2. To expand their professional network and facilitate career development, mentors and trainee’s are encouraged to identify at least one secondary mentor with the help of their primary mentor. List the names of suggested secondary mentors for the trainee.

Your signature below indicates that you agree with the information on this form.

Trainee’s name (print) Mentor’s name (print) Training Director (print)

Trainee’s signature Date Mentor’s signature Date TD’s signature Date