

2020 KL2 Mentor Agreement

This agreement states that you have agreed to serve as the primary mentor for _____ on their KL2 Scholar research project.

Mentor Responsibilities include:

1. Complete initial and follow-up KL2 mentor competency assessment tools
2. Ensure that a mutually agreed upon set of expectations and goals are in place at the onset of the KL2 mentoring relationship
3. Establish and review IDP milestones
4. Ensure sufficient protected time
5. Help to navigate systems
6. Help to develop effective time-management skills
7. Communicate weekly for the duration of Scholar participation in the KL2 program to discuss progress on project and provide direct feedback
8. Manage disagreements and conflicts
9. Identify and resolve barriers
10. Provide formative evaluation on competences in research, mentoring, and working with teams
11. Critically review research data and guide Scholar interpretation
12. Review research plans and aim for feasibility and appropriateness
13. Review and edit scientific communications, publications, grant applications
14. Dedicate substantial time to ensure personal and professional development for the KL2 Scholar
15. Help Scholar seek opportunities to promote career in translational science research
16. Strive to maintain a relationship with the KL2 Scholar that is based on trust and mutual respect
17. Help the Scholar present information at an approved conference, on-campus symposium, or in a peer-reviewed journal
18. Review proposed research plans for sound methods, ethical integrity and completion in a reasonable time frame
19. Demonstrate ethical standards when conducting research and regularly discuss professional and research ethics issues with the KL2 Scholar, including compliance with institutional and federal regulations as they relate to responsible conduct of research, privacy, human subjects research issues, and laboratory safety
20. Help solve scientific challenges that arise
21. Encourage Scholar scientific independence
22. Meet with KL2 Directors to review Scholar progress
23. Assist Program Director and other TRI Staff with the collection of data required for any and all grant progress reports or applications.

(Signature of KL2 Mentor)

(Date)