Performance Review Form
for IARC Postdoctoral Research Associates

Postdoc: ________________________________
Mentor: ________________________________
Review Date: ____________________________
Date of Last Review: _______________________
Date of Initial Appointment: ________________

Part A: to be completed by the Postdoc

Describe and explain your level of satisfaction with your research progress in the past year:
__________________________________________________________________________________________

Describe and explain your level of satisfaction with other aspects of your career development in the past year:
__________________________________________________________________________________________

Do you feel that your mentor has made a reasonable effort to support you in your research skills development? If yes in what ways?
__________________________________________________________________________________________

Do you feel that your mentor made a reasonable effort to support your professional development?
__________________________________________________________________________________________

How can your mentor help you achieve your goals for the upcoming year?
__________________________________________________________________________________________

Do you feel that your assigned responsibilities are appropriate? If no, why not?
__________________________________________________________________________________________

Describe your level of satisfaction with the available resources for research and training.
__________________________________________________________________________________________

Are you happy with your present working arrangement? If no, why not?
__________________________________________________________________________________________

Are there concerns or conflicts that should be discussed? If yes, describe:
__________________________________________________________________________________________
Part B: to be completed by the Mentor

Has the postdoc made reasonable research progress since the last review? How or why not?

________________________________________________________________________

Has the postdoc made a reasonable effort to extend his or her personal development and acquire skills that will assist in long-term career goals? How or why not?

________________________________________________________________________

Comment on the postdoc’s oral and written communication skills, and participation in group meetings and seminars.

________________________________________________________________________

If appropriate, comment on the postdoc’s supervisory and/or group management skills:

________________________________________________________________________

Are there other responsibilities that the postdoc should assume? If yes, describe:

________________________________________________________________________

If research progress has been satisfactory, are the postdoc’s plans for the next year reasonable? If no, why not?

________________________________________________________________________

If research goals are not being met, should a different approach or different research project be initiated? If yes, describe:

________________________________________________________________________

If performance has been unsatisfactory, what are the specific goals that the postdoc must meet by the next review? The next review should take place in 3 months.

________________________________________________________________________