TO: Grant and fellowship applicants at The Scripps Research Institute
FROM: Ryan Wheeler, Director, Career, International, and Postdoctoral Services
RE: Supplemental information about the institutional commitment and training environment for postdoctoral scholars and graduate students

Career and Postdoctoral Services Office
The Career and Postdoctoral Services Office (CPSO) at The Scripps Research Institute (TSRI) provides services and programs to all postdocs and graduate students to prepare them for a range of professional endeavors and to support their research training during their temporary appointments. Through regular collaborations with engaged TSRI faculty, TSRI campus networks, and other local research institutions, the CPSO fosters a unique and effective training environment for all TSRI graduate students and postdoctoral scholars on both the California and Florida campuses.

The office offers a diversity of programming, including a Scientific Skills Series, a Career Workshop Series, an Academic Career Roundtable Series, and a Networking Series – all of which feature a variety of discussion and workshop topics. Specific programs include: The Academic Job Search; Fellowship & Grant Writing; Oral Presentation; Career Adventures Beyond the Bench; Academic Careers Roundtable; Science Writing Skills; Transitioning to Industry; and a 2-day Laboratory Management Course. On-camera practice interview sessions are offered regularly, as well as a 7-part graduate-level course that helps equip trainees with the skills, resources and self-assessment information necessary to make informed career choices both inside and beyond academia. In all, over 60 professional development programs are offered annually. The office also offers individual career counseling appointments and maintains a dedicated career resources library for postdocs and students, which features career development literature and computer access.

The CPSO website features a wealth of resources for academic and non-academic careers, current information about funding opportunities and proposal writing resources, descriptions of numerous on-campus professional development workshops, links for alumni networking, and handouts and videos from past career workshops. The website includes information for new postdoctoral scholars and graduate students, including tools for planning and structuring an effective training experience.

Individual Development Plans (IDPs) for Postdocs and Graduate Students
The institute makes several IDP templates available and encourages trainees to speak with their advisors early and often about lab obligations, research goals, skills development, and career planning. These forms are distributed at orientation and are available from the Career and Postdoctoral Services Office. The office also arranges a graduate-level career planning course where trainees interpret self-assessment information, explore career options, and set goals using an Individual Development Plan (IDP).

Council of Scientific Editors
Trainees can take advantage of a free in-house peer review service to help them write high quality papers and fellowships. Postdocs and senior graduate students volunteer to be peer editors and review requests are routed to editors based on expertise and availability.

Campus Groups
The institute’s postdoctoral associations, the Society of Fellows and Scripps Florida Society of Research Fellows, are nonprofit, all volunteer organizations designed to encourage both professional and social exchange. The two groups sponsor visiting lectures, informal networking events, social activities, and annual research symposia. Other active groups include the ScrippsAssists employee volunteer club, Toastmasters, a management consulting club, and the Network for Women in Science.

International Office
Experts in the institute’s International Office are available to welcome, support, and advise foreign national scholars on visa-related issues.