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My presentations over the past nine years have centered around a few primary themes to audiences at universities, professional societies, and nonprofits. First, overarching seminars on career exploration as well as focused lectures on topics such as networking, interviewing, self-assessment, etc. Second, lectures on professional development and skills necessary during training such as mentoring, leadership, individual development plans, time management and organization, and more. Third, topics related to improving the postdoctoral experience, such as presenting results from the NPA Institutional Policy survey or to NIH Training Directors, and last, presenting at national conferences.

Additionally, I am on a permanent roster for an NIH study section and previously have served on NSF fellowship review panels and an NSF Committee of Visitors. Grantsmanship lectures I have developed and delivered for universities focus on specific career development award sections e.g., developing the training plan supporting specific aims and biosketches. To support positive and proactive training environments, I have created custom Individual Development Plan (IDP) templates and processes, as well as a custom Mentor-Mentee Compact based on the *AAMC Compact for Postdocs and Mentors* to create an environment of establishing expectations up front, for both MD Anderson Cancer Center and Moffitt Cancer Center. I have taught seminars and workshops on creating IDPs with a focus on development and progression during training as well as for career transitions, as well as workshops on mentoring.

During the past nine years, the intersection of one-on-one coaching of graduate students, postdocs, and early career researchers and researching and delivering professional development lectures, particularly around best practices in career exploration and job searches, led me to develop a ten component career exploration framework. The components include 1. self-assessment, 2. networking, 3. researching potential career paths, 4. identifying skill gaps, 5. skill acquisition, 6. informational interviews, 7. identifying potential job opportunities, 8. preparing and submitting application materials, 9. interviewing, and 10. negotiation. The model is flexible for all career paths that a graduate student or postdoc will consider. From this framework, additional lectures in the series could discuss these, and certainly other related topics, with the goal of preparing graduates for success as they navigate career steps.

Of primary importance is the delivery of the right topics with the right information, so each lecture or workshop for each university, professional society, or non-profit is always customized based on a discussion of the needs of the organizer, the attendees, and other stakeholders. One-on-one coaching sessions can be added to any lecture to support the acquisition of knowledge and enhance the practical application of the learned material.

Professional Development Seminars, Workshops, and Keynotes delivered in-person and by webinar include:

- Overview lecture of the 10 components of career exploration and job search
- Overview paired lectures splitting career exploration (first 6 components) and job search (the last 4)
- Specific lectures/workshops on each of the 10 components
  1. Self-assessment
  2. Networking (*sometimes combined with informational interviews)
  3. Researching potential career paths
  4. Identifying skill gaps
  5. Skill acquisition
  6. Informational interviews
  7. Identifying potential job opportunities
  8. Preparing and submitting application materials (often focus is CV and Resume, but can also include cover letters, LinkedIn profiles, teaching and/or research statements, diversity statement, etc.)
  9. Interviewing (deep dive into responding to questions; can include follow-up practice sessions)
  10. Negotiation

- Picking a postdoctoral training position (attention to selection of university or program, type of mentor and their mentoring style, fellowships, potential projects, size of research group, etc…)
- Individual Development Plans (typically for professional development during training; includes SMART Goal hands-on development)
- Creating impactful cover letters
- Developing your LinkedIn profile
- Best practices when connecting with recruiters
- Presenting your best self (typically with examples for networking, informational interviews, and/or interviews, depending on group needs)
- Responsible Conduct of Research Seminar Series (8-12 topic, customizable lecture series that meets NIH notice NOT-OD-10-019 requirements)
- Mentor Training (for grad students and postdocs)
- Developing your elevator pitch (also 3 min dissertation)
- Engaging Presentations
- Preventing procrastination
- Goal Setting 101
- Time Management 101
- Body Language
- Speed Networking (in-person event)
- Developing your career development training plan supporting research specific aims (F31/F32 focus, but applicable to other funding mechanisms)
- Crafting NIH biosketches

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Example seminar abstracts/descriptions with learning objectives:

10 Steps of Career Exploration
Description: The career search process may feel like a rollercoaster but understanding the big picture will help you navigate it successfully. For many facing an upcoming career transition, it is natural to look at the vast landscape of career opportunities and worry about how to choose or prepare. Through discussion of each component of career exploration, participants will gain information and resources to strategize their next steps, no matter where they are in the overall process, and ultimately be successful by intentionally navigating the transition from their current role to their next.

Learning objectives: Participants will gain perspective about the 10 components of career exploration and job searching including: self-assessment, networking, researching potential career paths and identifying potential jobs, identifying skill gaps to target for skill acquisition, conducting informational interviews, as well as preparing their application materials and LinkedIn profile, exceling in interviews, and negotiating job offers.

Career Exploration and Job Search (paired lectures)
Description: Career exploration is a series of steps that can be taken at any time during training. It is never too early to take the time to understand and define your goals for your career, create a network of colleagues and mentors to support you during your growth, research and understand potential career paths, and augment your training to set yourself up to attain these career goals.

Learning objectives: Participants will gain perspective about the first six (of ten) components of career exploration. Within the framework, they will be able to develop an informed, strategic, and intentional career path. Ultimately, this preparation will provide a foundation for success in their actual job search.

Description: The job search can be divided into four primary steps: 1. identification of opportunities, 2. preparation of application materials, 3. interviewing, and 4. negotiation. Building upon the previous lecture, we discuss resources, best practices, and tips to connect with opportunities and present your best self to impress hiring managers.

Learning objectives: Participants will gain understanding of the importance of quality over quantity in job applications, how to develop required application materials with focus on resumes and LinkedIn profiles, actionable tips to improve interviewing and negotiation.

Additional lecture/workshop abstracts and learning objectives can be viewed under "Projects" on my LinkedIn profile or are available upon request.

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Universities, Professional Societies, and Non-Profits I have lectured for…

American Heart Association
Society for Neuroscience
STEMPeers
National Postdoctoral Association
Association for Women in Science
Capital City Innovation (Austin, TX)
The Leadership Alliance

Harvard T.H. Chan School of Public Health
University of Pittsburgh
Indiana University School of Medicine
Memorial Sloan Kettering Cancer Center
Rockefeller University
Weill Cornell Medical College – NYC
Columbia University
Cornell University – Ithaca
Albany Medical College
East Carolina University
Stowers Research Institute
The Ohio State University

Georgetown University
George Washington University
Johns Hopkins University
Michigan State University
University of Wisconsin – Madison
Medical College of Wisconsin
University of Texas MD Anderson Cancer Center
University of Texas Graduate School of
   Biomedical Sciences
UTHealth Medical School
Baylor College of Medicine
Rice University
Texas A&M Health Science Center
Houston Methodist Research Institute
Texas Children's Hospital
Florida State University
University of Central Florida
University of Florida
Moffitt Cancer Center
University of Cincinnati and Cincinnati Children's
   Hospital

Selected Articles:

Tracy Costello. NextGen Postdocs May 18, 2018 *Science*
https://science.sciencemag.org/content/360/6390/689.full

Delphine R. Boulbes, **Tracy Costello**, Keith Baggerly, Fan Fan, Rui Wang, Rajat Bhattacharya, Xiangcang Ye and Lee M. Ellis. A survey on data reproducibility and the effect of publication process on the ethical reporting of laboratory research Apr 11, 2018 *Clinical Cancer Research*
https://doi.org/10.1158/1078-0432.CCR-18-0227

Kryste Ferguson, Michael McTighe, Bhishma Amlani, and **Tracy Costello.** Supporting the Needs of Postdocs: 2017 National Postdoctoral Association Institutional Policy Report Jan 2018 *American Scientist / Sigma Xi https://www.sigmaxi.org/docs/default-source/Publications-Documents/2017_supporting_the_needs_of_postdocs.pdf?sfvrsn=12*

Tracy Costello. Recommendations for Completing the Training Plan for STEM OPT Students, Form I-983 June 2016 https://www.linkedin.com/pulse/recommendations-completing-training-plan-stem-opt-form-tracy-costello/

Additional articles published in the National Postdoctoral Association's POSTDOCket, as well as 28 peer-reviewed scientific articles cataloged at ORCiD or myNCBI, a book chapter, and a patent.

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