JUNIOR FACULTY DEVELOPMENT PROGRAM: *EXPECTATIONS*

Graduation Requirements

To complete the Junior Faculty Development Program (JFDP) you must fulfill the following requirements:

- Attend at least 80% of the JFDP sessions.
- Participate in each of three microteaching workshops (make-up sessions will be provided if you cannot attend one of the scheduled workshops).
- Meet pre-determined goals for your project.

Assignments

The JFDP curriculum includes specific assignments designed to reinforce the knowledge or skills presented in the sessions. In some cases you may be asked to bring information or material to a session. In other cases there may be follow-up assignments or other tasks to complete. Completing these assignments will enhance learning for you and your colleagues in the program. In particular, we expect you to complete the following assignments:

- Attend the New Faculty Orientation (or view sessions online).
- Attend an ANGEL training session (if unfamiliar with ANGEL).
- Complete pre-program reading assignments.
- Meet with your assigned project mentor on a regular basis to adhere to project goals

Professionalism

Professionalism is a theme that is woven throughout the course. ***We regard your conduct throughout the JFDP to be a demonstration of your professionalism.*** This includes the following expectations:

- Regular attendance: sign-in each week prior to class. Your chair will receive a summary report of your attendance and completion of program components at the end of the program for use in the preparation of your annual HR40.
- Arrival on-time for sessions and stay until session close: Repeated tardiness and leaving early will be taken into consideration in assessing session attendance.
- Limited usage of cell phones, beepers, etc., with only brief exits to address emergencies
- Timely completion of assignments.
- Commitment to the mentoring relationship.
- Participation in discussion during classroom sessions.
- Prompt response to requests for information.
- Completion of course evaluation materials.

In turn, we commit the following to you:

- To uphold the standards of the Educator's Code of Conduct.
- Openness to input and recommendations regarding all aspects of the program.
- Continuous quality improvement of the program.
- Role-modeling of attitudes, skills, and behaviors taught in the program.
- Individual guidance and/or mentoring if needed or requested.

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