



MEDICAL DERMATOLOGY SOCIETY 2015-2016 MENTORSHIP PROGRAM GUIDELINES AND APPLICATION

The Medical Dermatology Society (MDS) invites Residents, Post-Dermatology Residency Fellows and Junior Faculty to apply for the 2015/2016 MDS Mentorship Program. Awardees may receive up to \$2,000 for direct expenses associated with spending a period of one (1) month being mentored by a senior MDS member. Please review the following important guidelines that must be followed:

MDS MENTORSHIP MISSION AND GOALS

- *To develop leadership skills in dermatology residents and junior faculty*
- *Enhance contributions to dermatology and medicine*
- *To promote mentorship relationship within the Medical Dermatology Society*
- *To establish long-term relationships between mentors and their mentee*

PROGRAM REQUIREMENTS

- *Mentor and Mentee must be active current members of the MDS*
- *Mentor and Mentee must not be from the same institution*
- *A Mentor may host more than one awardee in the same year*
- *Prior MDS mentorship awardees are not eligible to apply, unless the specific project focus is different from the previous awarded mentorship*
- *Funding will only be granted to mentorship projects with no additional funding, contingent upon awards from other Organizations*

SCHEDULING AND BUDGET GUIDELINES

- *Mentorship must take place between July 1, 2015 and June 30, 2016*
- *The four (4) weeks of mentorship does not have to be consecutive, but must include a minimum of two (2) consecutive weeks on site with the mentor*
- *If the rotation is not completed in four (4) consecutive weeks, a letter from the Mentee's Chair must request approval for the proposed rotation schedule.*
- *Approval must be obtained from the MDS Mentorship Committee in advance of any rotation changes*
- *Budgets must be submitted and include only reasonable direct expenses such as transportation, lodging, food, and supplies. Salaries, malpractice insurance, indirect or overhead costs, are not be covered expenses*
- *The MDS Mentorship Committee reserves the right to revise the final budget proposal*
- *All supporting documents, including letters of support, must be received by the application deadline*
- **INCOMPLETE OR LATE APPLICATIONS WILL NOT BE REVIEWED**

UPON COMPLETION OF THE MENTORSHIP EXPERIENCE

- *Receipts for travel and lodging must be submitted no later than one (1) month after completion of your mentorship*
- *Awardees must submit to the MDS office a one (1) page report no later than one (1) month after they complete their mentorship experience*
- *The summary report should provide a detailed description of the mentorship experience, highlighting this experience and how it has enhanced the Mentee's career development, or a formal research abstract describing relevant research performed through the MDS grant experience*
- *Select summary reports may be chosen for verbal or poster presentation at the MDS Annual Meeting*



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2015-2016 MENTORSHIP PROGRAM
GUIDELINES AND APPLICATION**

APPLICANT INFORMATON

NAME (FIRST, LAST, DEGREE) _____

EMAIL ADDRESS _____ TELEPHONE/MOBILE _____

INSTITUTION _____ CURRENT POSITION HELD _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

CHECK ALL THAT APPLY: _____ RESIDENT _____ FELLOW _____ JUNIOR FACULTY

MENTOR INFORMATON

NAME (FIRST, LAST, DEGREE) _____

EMAIL ADDRESS _____ TELEPHONE/MOBILE _____

INSTITUTION _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

MENTORSHIP INFORMATION

MENTORSHIP FOCUS _____

INSITITUTION/LOCATION _____

MENTORSHIP START DATE _____ END DATE _____

MENTORSHIP MUST TAKE PLACE BETWEEN: JULY 1, 2015 – JUNE 30, 2016

BUDGET REQUEST

- TRANSPORTATION _____
- ACCOMMODATIONS _____
- MEALS _____
- OTHER (DESCRIBE) _____
- TOTAL REQUESTED\$ _____

FUNDING BY THE MDS WILL ONLY BE GRANTED TO PROJECTS WITH NO ADDITIONAL FUNDING, CONTINGENT UPON AWARDS FROM OTHER ORGANIZATIONS

**APPLICATION DEADLINE: MONDAY, NOVEMBER 30, 2014
APPLICATIONS WILL NOT BE REVIEWED BEYOND THE DEADLINE**

THE FOLLOWING DOCUMENTS ARE REQUIRED WITH SUBMISSION OF MDS MENTORSHIP APPLICATION

- Statement of proposed goals/achievements and long term career plans from the result of the Mentorship opportunity
- Curriculum Vitae / Bio-Sketch (4-page maximum)
- Letter of Recommendation from potential Mentor: Description of projects or experiences the applicant will undertake
- Letter of Recommendation from Department Chair: Describing the suitability of the mentorship opportunity for the applicant and how this mentorship will impact the applicant’s career plans

SEND COMPLETED APPLICATION TO:

Medical Dermatology Society, 526 Superior Avenue E, Suite 540, Cleveland, OH 44114
Email: MDS@sidnet.org | Phone: 216.579.9300 | Fax: 216.579.9333