



## MEDICAL DERMATOLOGY SOCIETY 2019-2020 MENTORSHIP PROGRAM REQUIREMENTS AND GUIDELINES

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The Medical Dermatology Society (MDS) invites Residents, Post-Dermatology Residency Fellows and Junior Faculty to apply for the 2019/2020 MDS Mentorship Program. Dermatology Residents, Post-Dermatology Residency Fellows and Junior Faculty with an interest in promoting academic and/or medical dermatology careers 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. Review the following important guidelines that must be followed:

### MDS MENTORSHIP MISSION AND GOALS

- To develop leadership skills in Dermatology Residents, Post-Dermatology Residency Fellows and Junior Faculty
- To enhance contributions to dermatology and medicine
- Candidates should have an interest in promoting academic and/or medical dermatology careers
- To promote mentorship relationship within the Medical Dermatology Society
- To establish long-term relationships between mentors and their mentee

### PROGRAM REQUIREMENTS

- Mentor and Mentee both must be 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
- MDS mentorship awardees from prior years, 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
- Letter of Recommendation from potential Mentor is requested from the applicant
- A description of projects or experiences the applicant will undertake should be summarized

### MENTORSHIP ROTATIONS

- Mentorship must take place between April 1, 2019 and June 30, 2020
- 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
- A letter from the Mentee's Chair must be submitted to the MDS for approval if you are unable to complete the four (4) week rotation schedule
- Approval must be obtained from the MDS Mentorship Committee in advance of any rotation changes

### EXPENSE GUIDELINES

- Anticipated expenses must be submitted and include only reasonable direct incidentals such as transportation, lodging, meals, and supplies needed for the Mentorship rotation
- Salaries, malpractice insurance, indirect or overhead costs, will not be covered expenses
- The MDS Mentorship Committee reserves the right to revise the final budget proposal

### SUBMITTING YOUR APPLICATION

- Applications, including letters of support, Bio-Sketch and personal statement must be submitted through the [MDS Mentorship Application Link](#)
- Deadline to submit an application for consideration is December 10, 2018.
- One (1) Page Limit for all Statements of Proposed Goals – 11pt font
- Applications forwarded to the MDS office directly will not be considered
- INCOMPLETE OR LATE APPLICATIONS WILL NOT BE REVIEWED OR ACCEPTED

### 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
- Your summary report should highlight your experience and how it has enhanced your career development,
- Your summary report can be submitted as a formal research abstract describing relevant research performed through your MDS grant experience
- Select summary reports may be chosen for verbal or poster presentation at the MDS Annual Meeting
- Summary reports will be posted on the MDS website once received