



DR. AHRENS' RESEARCH TEAM MENTOR-MENTEE COMPACT

Research Team Goals & Activities

My research is generally focused on prevention and intervention of interpersonal violence. As a research team, we will be keeping abreast of the latest research on sexual assault and intimate partner violence. We will also be conducting our own research in this field. Depending on the semester, this research may involve designing a study, collecting data, analyzing data, disseminating results through both conferences and publications, or a combination of the above activities. The ultimate goal of these activities is to make professional contributions to the field. Working at a professional level requires a strong work ethic, attention to detail, and a commitment to excellence. As a member of the research team, I expect you to prioritize your work on the team and put your best foot forward at all times.

Research Team Structure

The research team is organized into three tiers that students may progress through over time: 1) journal club; 2) trainee; 3) research assistant. Only those students who have progressed to the research assistant stage may call themselves research assistants.

Journal Club. When students first join the research team, they will be placed in the Journal Club. The Journal Club meets every Friday at 9:30am and consists of all members of the research team. Each week, a different student will lead a discussion about a journal article of their choosing. A schedule of presentations will be disseminated at the beginning of each semester so that students are aware of their presentation date in advance. As a presenter, each student is expected to conduct a PsychInfo search to locate an article related to the current research project and to disseminate this article to the entire research team *during the previous Friday meeting so that everyone has time to read the article in advance*. The presenter is then expected to put together a 10 minute Power Point summary of the key points of the article (research question, participants, measures, key findings) and to facilitate a discussion with the rest of the team about the article. Discussion questions should be open-ended and can include strengths of the article, critiques of the article, aspects of the article we can incorporate into our own project, implications of the article for research or practice, and other insights or innovative ideas that were sparked by the article. To prepare for the discussion, each research team member is expected to have read the article in advance and come to the journal club prepared to discuss the article.

In addition to discussing articles, journal club participants will also participate in professional development activities every Friday from 10-10:30am. Professional development includes activities to enhance students' soft skills, professional skills, career planning, and self-care. Occasional take-home assignments may be required. Journal club members should expect to devote 3 hours to these meetings and activities each week.

Research Trainee. Students who have met the criteria for advancement (see below) and want to receive training to become a research assistant will be invited to become a trainee. Trainees will attend the journal club (from 9:30-10am), the professional development sessions (from 10-10:30am), and the

regular research group meetings from 10:30-11:30am on Fridays. During these meetings, they will work alongside independent research assistants. As a trainee, students will complete the same assignments as independent research assistants, but their assignments will not be used as part of the official research project. Rather, this is an opportunity for students to learn from their mistakes and refine their skills without any negative repercussions for the research project. Throughout the training period, trainee assignments will be compared to assignments completed by the independent research assistants and feedback will be provided by the independent research assistants, team leaders, and Dr. Ahrens. Trainees should expect to devote 6 hours to these meetings and activities each week.

Research Assistant. Students who have met the criteria for advancement (see below) and want to become a research assistant will be invited to become an independent research assistant. Research assistants will attend the journal club (9:30-10am), the professional development session (10-10:30am), and the regular research group meetings from 10:30-11:30am every Friday. As an independent research assistant, students will be given weekly assignments related to the current research project. Completed assignments must be of the highest quality as the research that is produced will be the basis of professional conferences and publications. Research assistants will also be expected to review the work of trainees and to provide feedback to trainees on a weekly basis. Depending on the stage of the research project, assignments may involve locating or creating measures, recruiting participants, collecting data, analyzing data, or preparing results for professional conferences or publications. Research assistants should expect to devote 10 hours to these meetings and activities each week.

Advancement Criteria

To advance through the research team tiers, students must meet the criteria listed below. Evaluation of each student's progress will be made at the end of each semester and formative feedback will be provided at that time. Students who wish to receive more ongoing feedback are invited to attend research team office hours on Wednesdays (exact time TBA each semester) or to schedule individual meetings with Dr. Ahrens.

Advancement to Trainee:

- Consistent attendance at all journal club meetings for a minimum of 1 semester
- Appropriate article selection (i.e., methodologically strong article related to current research project)
- Accurate and clear summary of selected journal article
- PowerPoint presentation is clear, concise, and well-formatted
- Active participation in all journal club discussions
- Demonstrated understanding of weekly articles during journal club discussions
- Insightful contributions to journal club discussions

Advancement to Research Assistant:

- Continue to attend journal club and meet journal club performance criteria
- Consistent attendance at all research group meetings
- Research assignments completed on time
- Research assignments completed accurately and with a high degree of detail

- Familiarity with and accurate use of research protocols to guide activities
- Asks for guidance when needed
- Accepts constructive criticism and incorporates feedback appropriately
- Prioritizes research group activities and does not complete assignments at the last minute
- Demonstrates an ability to work independently
- Demonstrates an ability to work well with other members of the team

Mentor Commitments

Although my primary commitment is to ensure that the research we conduct meets the highest standards of methodological, analytical, and ethical rigor, I am also committed to your professional development as a student. As such, I make the following commitments to each member of the research team:

- I will attend weekly journal club meetings on Fridays from 9:30-10am
- I will conduct weekly professional development sessions on Fridays from 10-10:30am
- I will attend weekly research team meetings on Fridays from 10:30-11:30am
- I will hold drop-in office hours dedicated solely to the research team on Wednesdays (exact time TBA)
- I will respond to all emails within 48 hours (excluding weekends)
- I will schedule ad-hoc meetings with individual students, as needed
- I will treat each student with respect, tolerance, collegiality, and kindness
- I will provide individualized feedback to each student on their overall performance and progress at the end of each semester
- I will provide individualized information and advice on students' academic and career goals, when asked
- I will write strong letters of recommendation for any student who performs well on the team
- I will help students network with potential mentors at conferences and through email introductions when appropriate
- I will provide opportunities to present research at professional conferences to independent research assistants who have demonstrated reliability and high quality work
- I may provide opportunities to co-author journal manuscripts to independent research assistants who have demonstrated reliability and high quality work
- I am willing to provide guidance and mentorship after graduation to those who ask

Mentee Commitments

Regardless of which tier you are in, I also expect each student to make the following commitments to the research team:

- You will attend all scheduled meetings regularly, including weekly meetings over the summer (no more than 3 missed meetings per session without prior permission)
- You will let me know in advance of any emergencies that will necessitate missing meetings and will develop a plan for avoiding such situations in the future
- You will inform yourself of any missed information/instructions by talking to your fellow students and/or team leads

- You will complete all assignments conscientiously and on time; you will not wait until the last minute to turn in incomplete, inaccurate, or sloppy work
- You will treat all team members with courtesy and respect; you will be collegial and tolerant of values, personalities, or work styles that may be different from your own
- You will be supportive of all team members; you will endeavor to help one another learn and grow by providing constructive feedback, guidance, and assistance, as needed
- You will consult written protocols and instructions to guide your research endeavors; if any aspect of the written protocols or instructions are unclear, you will bring this to my attention and provide a suggestion for clarifying the instructions
- If you cannot find the information you need in the written protocols or instructions, you will reach out to me or your team leads for further guidance; you will reach out for guidance far enough in advance that you still have time to complete the assignment accurately and conscientiously
- You will respond to all emails sent to you by me, the team leads, or your fellow team members; you will respond to these emails within 48 hours (except weekends)
- You will complete the CITI training on the conduct of ethical research and share your certificate of completion with me; you will update this training as needed
- You will maintain confidentiality and security of all research records; you will not copy any confidential records or discuss survivor stories outside of the research lab setting
- You will maintain the integrity of research team documents; you will not edit, delete, or move any documents without express written permission from me
- You will let me know if you are dissatisfied with any aspect of the research team or my mentoring; you will communicate your needs without allowing problems to fester
- You will let me know if you have made a mistake; you will be honest and open about what happened and come prepared with a plan to make sure it does not happen again
- You will be a good lab citizen by keeping the research lab clean and tidy; you will not leave your personal effects in the lab, you will empty the trash regularly, and you will remove all food items from the refrigerator at the end of the week
- You will protect the integrity of the research lab; you will not share your key, prop open the door, or invite students who are not part of my lab or Dr. Kohfeldt's lab (we share the lab space) to work in the lab with you
- You will protect the integrity of research lab computers; you will not download external files or applications onto the lab computers without express written permission from me. If you suspect the computers have been compromised by a virus, you will inform me immediately.

Signature

By signing below, I am agreeing to the commitments described above. I understand what is expected of me on the research team and I commit to following all guidelines described herein.

Printed Name

Signature

Date