

Intellectual Development Statement **[FirstName LastName, ProfessionalTitles]**

The Intellectual Development Statement (IDS) is an important document to describe a candidate's academic program as well as the vision and goals for future professional development within the academic environment. This document is a 4-5 page narrative summary of your accomplishments, vision, and identity as a faculty member at Duke University. This document addresses who you are, what you do, and what you have accomplished.

IDS should include information in a number of sections as appropriate for your academic path. Depending on your activities, certain sections may not pertain and need not be addressed. Nevertheless, all faculty should have contributions to the academic enterprise. The nature of these contributions and benchmarks for success will vary. It is therefore important to provide an overview of these contributions under Academic/Research Accomplishments and Scholarship and provide more detail in other sections.

Since the IDS is personal, please consider reaching out to colleagues for examples of their IDS document as you create your own. You can also consult with your division chief or center director for their suggestions. The Vice Chair for Academic Affairs, the Vice Chair for Faculty Development and Diversity as well as the Chair of the Appointments, Promotion and Tenure (APT) Committee can also be consulted.

Brief Biographical Sketch and Educational Background/Training

Describe education background, including undergraduate, graduate, medical school, residency, fellowship, or post-doctoral training. Please include other work activities that may not be directly related to your medical or research training if they involved a significant number of years.

Academic/Research Accomplishments and Scholarship

This section involves a pertinent description of your academic program that should highlight its goals and objectives, significant achievements and their impact. Since the IDS will be reviewed by individuals without in-depth knowledge of your field, the description should provide enough background information so that your accomplishments can be understood and appreciated. It is important therefore to emphasize major themes of your work.

Faculty differ widely in the nature of their academic activities as well as the types of scholarly activities that they pursue. The products of this scholarship will also vary among fields but, nevertheless, all faculty should have scholarship that they can describe in this section. While terminology is under consideration, the term "non-traditional scholarship" has been used to describe scholarly activities that may not lead to publication in peer review journals although the content is important and can be disseminated. A blog is an example.

Two aspects of this section are important. The first is to define yourself in broad terms such as "a clinical educator," "clinical investigator," or "basic and translational investigator" in a field. It is helpful to denote the particular sub-field or sub-discipline involved. The second is to set the stage for describing your accomplishments by providing information on the status of your field in terms of key problems that your work has addressed. These problems could relate to specific areas of research as well as aspects of clinical care such as quality improvement, patient safety, implementation of new care models or introduction of new service or procedure.

To provide a context for evaluating your activities as a member of the faculty, your IDS should try to answer the following question: How has your work advanced the academic mission? This question is important whether your work involves scientific research or provision of clinical care.

For those members of the faculty whose main activity is research, you should indicate the total number of publications along with the number of first or senior author. Book chapters should also be noted. It is important to describe the nature of your scholarly contributions, especially as many papers at present have a large number of authors (e.g., what was your role in a study? Were you the principal investigator or a site investigator?) It can be useful to include metrics that have been used to evaluate impact (e.g., citation indices). While the impact factor of journals has limitations, it can be useful in the description of your publications to include the impact factor of journals in which you publish especially as readers of your IDS may not be familiar the journals involved. In other part of the dossier, you will describe in 1 more detail key publications. This section is intended to provide a broader picture of your work.

In describing research accomplishments, it can be useful to adapt material from the Contributions to Science section of the NIH biosketch.

For those members of the faculty who primarily provide clinical care, describe the type of practice, any specialized focus or expertise, and the ways in which your activities have advanced the delivery of care and academic mission. As scholarship can involve activities other than publication, it is important to describe the manner in which you have disseminated information. This may include presentations at meetings, invited lectures, submission of abstracts, development of reports or participation in committees or panels. Development of curricula should also be cited.

Grant Support/Funding

Describe success at external funding.

Education and Teaching Activities

*Describe significant contributions to teaching, including quality and impact of material taught. Include summary of teaching evaluations. Identify teaching awards received. Describe curriculum development activities. Include yearly **tabular summaries** as appropriate to document your teaching contributions. If you indicate that you have mentored students, house staff or fellows, please describe the nature of these activities. If the mentoring activities have led to abstracts or publications, these should be noted. It is important to highlight the impact of mentoring on the professional development and career choices of trainees.*

Clinical Activities and Contributions

Describe the nature and details of your clinical activity. Please comment on the impact of clinical contributions and your local, regional and national reputation. Is your service unique in this area? Where do you get referrals? Participation in clinical research can be noted.

Administrative/Leadership/Service Contributions

Describe service to the department, university and community. Include participation and leadership on committees, QA/QI initiatives, and other administrative efforts to foster academic community.

Institutional, Regional, National, International Reputation and Impact

Identify leadership positions and involvement in specialty/subspecialty professional organizations. Identify invitations to speak at regional and national meetings, participation in grant review/study sections, and service as a journal reviewer or editor.

Professional Development and Goals

Provide a vision for future growth in your academic program in areas such as research, clinical care, and education.