



### **Tips to Consider When Bringing a New Postdoc into Your Lab**

**Note: Because UMSOM postdocs do such a wide range of research and have very different requirements, this is not a comprehensive checklist but could serve as a basis for a checklist that a mentor develops for new postdocs entering the lab.**

-Who should new postdocs talk to in the department/center/program/institute about any payroll questions?

-Who should new postdocs talk to in the department/center/program/institute about health insurance, parking, supplemental retirement, or other benefits?

-Who should new postdocs talk to in the department/center/program/institute about getting One Card ID access to buildings?

-Who should new postdocs talk to in department/center/program/institute about getting a key(s) to the lab and all equipment areas?

-What online Environmental Health and Safety, Human Subjects, and/or Animal Subjects training will new postdocs need?

-What listservs should new postdocs be added to? Departmental? Center?

-To be added to the Postdoc listserv, email Renee Cockerham ([rcockerham@som.umaryland.edu](mailto:rcockerham@som.umaryland.edu))