

Welcome to your WHOI Postdoctoral appointment!

We are all so glad to have you here. As a postdoc at WHOI, you are part of a multinational community consisting of anywhere from about 80 to 120 postdoctoral scholars, fellows and investigators. The Academic Programs Office and the WHOI Postdoctoral Association work to provide WHOI postdocs with various career and social opportunities. This memo and the accompanying WHOI PDA brochure outline a few of these programs.

Janet Fields serves as the WHOI Postdoctoral Coordinator. In this capacity, she keeps the postdocs informed of various opportunities and changes that may affect them. Janet also serves as an informational resource for postdocs. Please feel free to contact her with any questions or concerns that you may have with your appointment, or in general with the navigation of the WHOI system and the Falmouth/Woods Hole area. Janet can be reached at: 508-289-2950, or jfields@whoi.edu

Julie Huber serves as Assistant Dean for Postdoctoral Programs and is available to provide career advice and serve as a mentor to postdocs.

Diane Foster, Vice President for Academic Programs and Dean, is available to address postdoctoral concerns. Please make an appointment with her by calling extension 2200.

The Institution has a postdoctoral mentoring program. Mentors for this program are postdocs who have already established themselves at the Institution and who volunteer to help incoming postdocs with their transition. Mentors can assist new postdocs in getting settled, and navigating the WHOI system, as well as many other tasks if asked. If you would like to be matched with a mentor, please e-mail: whoi-pda@whoi.edu.

Faculty Education Coordinators within each department are also available to assist postdocs within their departments with questions related to postdoctoral life and career issues. You can locate your Department's Education Coordinator at:
www.whoi.edu/what-we-do/educate/apo/apo-committees/

Further resources and policies can also be found on the postdoctoral section of the WHOI web site. Please take a moment to familiarize yourself with the resources provided on this page:
www.whoi.edu/main/postdocs/resources

If you would like to create a web page to outline your research accomplishments and establish a presence on the web, WHOI has a WordPress template that allows you to do this quickly and with little or no web development experience. Information about accessing this template and other useful information can be found in the Useful Links section of the Postdoc Resources site.

The WHOI internal web site: www.whoi.edu/internal also provides an abundance of useful information. From here you can log into and edit your staff profile information using your WHOI email username and password (upper left section of the site). This allows access to update your basic directory profile information, and your email settings, among other items.