



TRAINEE // ACTION ITEMS

After completing your Self-Assessment and watching the Video Tutorial, you should have a good sense of the areas you want to address and improve for ultimate career satisfaction and life enjoyment. This checklist of Action Items consists of priority “to-do” items across WMDR’s 6 areas of success. Prioritize your challenges and fill in the gaps. WMDR can help you along the way.

Good luck!

DRIVE YOUR CAREER

- Build a complete and representative curriculum vitae (CV).
- Sharpen listening, speaking and written communication skills—for interviewing, record keeping, presentations and other professional correspondence.
- Find a coach, a women’s group, or others who can help you stay grounded in your values.
- Reassess your satisfaction with your career choice often and honestly.

NEGOTIATE YOUR WAY TO A BETTER CAREER

- Know what your contractual agreement is as a trainee.
- Know your value and the fair market value for what you do.
- Be aware of the various models for training program flexibility and what your program allows.
- Be prepared to negotiate for your own needs without compromising your training.
- Keep options open for movement.

SOLVE WORKPLACE ISSUES: PEOPLE, POLICIES AND PROCEDURES

- Know the requirements your institution must provide for training in your field as put forth by the ACGME ([Accreditation Council for Graduate Medical Education](#)).
- Know, understand and abide by your institution’s policies and procedures.
- Understand your institution’s governance structure (hierarchy).
- Understand the “politics” of medicine and how to maneuver within the system.

OVERCOME CAREER DIFFICULTIES

- Learn to recognize and overcome career obstacles.
- Figure out what kind of doctor you want to be (e.g. private practice, employed, military, academic, work industry, administrative, etc.).
- Get involved in: your department, your organization, your institution, local and national organized medicine.
- Create and grow mentor and sponsor relationships.

HAVE IT ALL: ACHIEVE WORK-LIFE BALANCE

- Create multiple options for work-life integration.
- Implement your values into the context of a demanding career.
- Get over being an “E Woman”—one who does Everything, for Everyone, Everywhere, Every time and in Every situation.
- Let go of the guilt!

DEFEAT GENDER POLITICS

- Learn to recognize gender bias, gender stereotyping and gender discrimination.
- Learn how and when, and when not, to respond to unfair/biased situations.
- Learn to leverage your gifts as a woman physician—and how to view them as strengths, rather than as weaknesses.
- Create strategies to re-orient the workplace to accommodate new models for working as a physician.