

El Dorado County Teacher Induction Program



MENTOR QUALIFICATIONS & AGREEMENT

QUALIFICATIONS

The El Dorado County Teacher Induction Program (EDCOE TIP) identifies and assigns a Mentor to each Candidate within 30 days of enrollment in the program. The Mentor and Candidate are matched according to credentials held, grade level and/or subject area, as appropriate to the participant's employment. *Site administrators may not serve as Mentors.*

Mentors are selected based on certain requirements of our program including:

- Valid/Active Clear Teaching Credential
- Minimum of three years of effective teaching experience
- Knowledge of the context and the content area of the Candidate's assignment
- Demonstrate a commitment to professional learning and collaborating
- Ability, willingness, and flexibility to meet the teacher's needs for support

AGREEMENT

As a Mentor in the El Dorado County Teacher Induction Program I agree to the following:

- Provide a current resume to EDCOE TIP annually.
- Support ***no more than three*** Candidates per year.
- Develop a sustained and thoughtful mentoring relationship with each Candidate, characterized by openness, listening, sharing and reflection.
- Maintain confidentiality and a professional relationship with the Candidate.
- Model effective instructional skills and a commitment to ongoing professional learning evidenced by the development, submission and implementation of a Mentor Growth Plan.
- Provide and/or coordinate an average of not less than one hour per week of individualized support/mentoring (35 hour minimum).
- Maintain Meeting Logs as defined by the Meeting Log Review dates identified on the Mentor calendar.
- Provide "just in time" support for Candidates, in accordance with the Individual Learning Plan (ILP), along with longer-term guidance to promote enduring professional skills.
- Guide the Candidate through the El Dorado County Teacher Induction Program, including CSTP self- assessments and development of the ILP.
- Connect Candidates with available resources that support their professional growth and the ILP.
- Periodically review the ILP with Candidates and make adjustments as needed.
- Complete all non-evaluative classroom observations; facilitate observations of colleagues.
- Provide assistance with Induction completion timelines and requirements.
- Respond to requests for information (e.g. surveys, emails, and other inquiries) from Induction program in a timely manner.
- Attend and participate in all required Mentor Induction training.
- Contact the Induction Director to request a Mentor reassignment should questions arise about the pairing of a Candidate and Mentor.
- The Individual Learning Plan must be designed and implemented solely for the professional growth and development of the Candidate and not for evaluation for employment purposes.

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Mentor Hours

Non-Release Time

<i>Returning</i> Mentors	Hours	<i>New</i> Mentors	Hours
<i>Online</i> Hours 4:00 – 6:00 pm <ul style="list-style-type: none"> • Returning Orientation • Training 1 • Training 2 • Training 3 	8	<i>Online</i> Hours 4:00 – 6:00 pm <ul style="list-style-type: none"> • New Mentor Training 1 • New Mentor Training 2 • New Mentor Training 3 • New Mentor Training 4 	8
Meeting Hours – weekly meetings with Candidate	35	Meeting Hours– weekly meetings with Candidate	35
Total Non-Release Hours	43	Total Non-Release Hours	43

Release Time

<i>Returning</i> Mentors	Hours	<i>New</i> Mentors	Hours
Network Day (in-person) 9 am – 3 pm	1 day	New Mentor Training (in-person) 9 am – 3 pm	1 day
		Network Day (in-person) 9 am – 3 pm	1 day
(4) Observations of Candidate (approximately 1 hour each)	4	(4) Observations of Candidate (approximately 1 hour each)	4
Total Release Hours	10 hrs. approx.	Total Release Hours	16 hrs. approx.
Total Hours (release & non-release)	53 hrs. approx.	Total Hours (release & non-release)	59 hrs. approx.