



## Nauset Public Schools Mentor Job Description



### Description

The role of a mentor is to provide support, constructive feedback, and time for teachers new to Nauset Public Schools that will result in effective teaching practice and increased student learning and performance

### Qualifications/ Criteria

- Must have Massachusetts licensure and hold Professional Teacher Status
- Must have approval of building principal/ Induction Committee
- Must model characteristics of effective teaching as described in Standards-Based Education

### Responsibilities

- Meet with new teachers on a consistent basis (at least once per week)
- Maintain a log outlining general topics and dates to be submitted at year-end
- Maintain a confidential relationship with teacher
- Utilize collaborative log for discussion prompts
- Attend initial training for mentors to outline expectations
- Attend orientation in August
- Utilize ***Mentoring in Action*** book for mentors
- Attend training for mentors in October
- Attend mentoring meetings
- Arrange opportunities for observation, collaborative planning, and reflection

I have read the Nauset Public Schools Mentor Job Description and will commit to the responsibilities outlined above by signing this contract.

Signed (Mentor) \_\_\_\_\_

Date: \_\_\_\_\_

New Teacher Assignment \_\_\_\_\_

Initialed by \_\_\_\_\_