

When teachers at your school site select to complete the Induction Program at Mount Saint Mary's University, they need to have a fully credentialed on-site mentor teacher within 30 days. This mentor should be available to meet with the teacher regularly, conduct occasional observations, and offer supportive feedback. Mount Saint Mary's will provide the mentor with training opportunities in formative assessment and mentoring skills.

Selection Requirements for On-Site Mentor

- Be fully credentialed and hold the same credential – i.e., single subject or multiple subject – as the candidate
- Have experience teaching the same subject matter/content area as the candidate
- Be experienced and knowledgeable in strategies to meet the needs of English Learners and students diagnosed with special learning needs
- Possess an orientation to learning compatible with that of the candidate
- Teach at the same school as the candidate
- Be knowledgeable and skillful in mentoring, the California Standards for the Teaching Profession, and formative assessment
- Have time and willingness to meet with the candidate on an ongoing basis to provide support

Expectations of On-Site Mentor

- Help mentee develop an Individualized Learning Plan (ILP) based on the CSTP
- Observe classroom lessons regularly and provide reflective feedback
- Meet with teacher candidate on an ongoing basis to provide support (an average of one hour per week)
- Maintain a Mentor/Mentee Collaborative log to record interactions/support of mentee
- Participate in the required orientation and professional development for mentors via online mentor modules

Benefits for the Mentor

- Satisfy professional development expectations
- Offer back skill and knowledge to the school community
- Participate in the growth of a colleague
- Opportunities to network with other mentor/buddies to share experiences and concerns
- \$400 stipend per semester/per candidate (up to 2 candidates per year)

If you have any questions or concerns regarding assignment of mentor to candidate, please feel free to contact the Induction Program Director by calling 213-477-2620.

Please retain for your information.