

TITLE: Teacher Mentor Program Leader(2)

QUALIFICATIONS:

The candidate must satisfy and maintain the appropriate licensure of the Massachusetts Department of Education in any academic or vocational license field.

The candidate must have successful experience as a new teacher mentor at Southeastern Regional and must be able to demonstrate dedication to the goals of teacher mentoring.

The candidate must have strong communication skills, including listening, speaking and electronic communications.

REPORTS TO:

Professional Development Liaison.

PERFORMANCE RESPONSIBILITIES:

Provide support to the group of academic and/or vocational teachers selected to be mentors to new teachers for the 2013-2014 school year.

Train these mentors, in concert with the Professional Development Liaison, to be practicing mentors following best practices for mentors as identified through Project Success.

Meet at least monthly with the assigned group of mentors to review progress and anticipate needs of the mentors to succeed.

Support the new teacher induction program including presenting to at least two sessions during the year.

Assist the Professional Development Liaison on all mentoring matters, including the process of evaluating the elements of the program.

Maintain the highest level of confidentiality in the multiple levels of interaction required by this position.

EVALUATION: The Professional Development Liaison will evaluate performance of this position in concert with the High School Principal.

TERMS OF EMPLOYMENT: From appointment through last day of school year 2013-2014. Stipend of \$ 2,000.00 paid through the FY 2014 Title 2A grant.

Approved by: \_\_\_\_\_ Date:

Reviewed and agreed to by: \_\_\_\_\_ Date:  
(Incumbent)

Approved: May, 2013