The Sea to Sky Teachers’ Mentorship Program

Supporting Beginning Teachers

Managed Jointly by the Sea to Sky Teachers’ Association and School District #48
Mentorship Program

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and
School District #48

Guidelines for the Mentorship Program

1. The Sea to Sky Teachers Association and School District #48 wish to provide an ongoing teacher mentorship program to support and encourage teachers. Priority given to teachers new to teaching (teachers with the first five years), teachers with significantly new assignments or teachers returning to teaching after several years of absence.

We believe that a supportive mentoring program contributes to the success and development of teachers. We recognize the need to support new teachers through careful consideration of assignments and classroom composition.

2. This program will be administered by the PD Committee. This committee will decide each year on the criteria for funding mentoring partnerships, with consideration to the available budget.

3. The Sea to Sky Mentorship program is based on the following principles:

- Membership is voluntary.
- Mentorship is a professional partnership between an experienced teacher and a teacher new to the profession in which the experienced teacher is available to guide and support the new teacher.
- Each new teacher shall be partnered with one mentor although mentorship may also be provided by various other staff members.
- The relationship is collegial; there is no evaluative role for the mentor teacher.
4. The Sea to Sky Mentorship Program is based on the following program specifics.

- **Identification and Selection of Mentors**
  Teachers interested in being involved in the mentorship program will provide their names to their school professional development representative by September 30. Wherever possible, all candidates will have the opportunity to choose their mentor.

- **Time Allocation**
  Participation in the Mentoring program will require time commitments for both members of the partnership. The PD Committee recognizes the possibility for creative use of time within a school schedule for mentoring. As well, the PD Committee will provide TOC days. The number of selected teams and release days will vary depending on funding. The use of this time will be decided by the partnership. If further time is needed application can be made to the Mentoring Committee.

- **Partnership Training**
  When possible, mentors will receive training. New teachers may receive an orientation session early in the school year. Further training may be provided if the need is identified by one or both parties.

5. The SSTA PD Committee has identified some categories of support for new teachers, and encourages teachers to choose and develop activities which meet their needs. Examples of support may include, but not confined to:

- providing orientation to the areas and procedures of the school;
- giving information related to procedures, guidelines or expectations of the school district;
- collecting, disseminating or locating materials or other resources;
- giving guidance and ideas related to discipline and managing students;
- providing guidance and support in dealing with special needs students;
- offering information about organizing and planning the school day;
- helping arrange, organize or analyse the physical setting of the classroom;
- setting up opportunities for observation;
- providing time and help with communicating student learning;
- giving help or ideas related to working and communicating with parents, including parent/teacher conferences;
- helping set up visits to other classrooms and other schools in the district;
- helping access professional development opportunities.
- providing membership in the PSA of choice.

6. A “Reflection of Mentorship” form must be submitted to the PD Committee by May 30th of that school year.
Mentorship Application

This is a partnership between:                  Date: _______________________

MENTOR: ______________________ SCHOOL: ______________

and

MENTEE: ______________________ SCHOOL: ______________

☐ New teacher _____ Yrs teaching
☐ New to position
☐ Returning teacher

SUBJECT/FOCUS ________________________________________________

Mentor and new teacher are welcome to change this form so that it is a useful working document for them.

Goals: Identify what you hope to achieve or learn as a result of working together.

Plan: Outline the actions you intend to take to work towards your goal.

Resources: List resources you may need to complete your plan. Include readings, software, reference material and/or other resources that you are aware of.

Support System: You may wish to involve people beyond your partnership in completing your goals.

Any further questions, please contact the PD Chair at Sea to Sky Teachers’ Association
604-892-3056 or pd48@bctf.ca

1. Please give this application to your school PD rep; they will pass it along to the Mentoring Committee.
2. You will receive notification on the status of this application.
3. You are responsible for applying for any release time required.