

## MENTOR APPLICATION AND SUPPLEMENTAL QUESTIONS

The California Commission on Teacher Credentialing Common Standard 1 and Induction Program Standard 4 requires the Sonoma County Office of Education's North Coast School of Education (NCSOE) to assure the assignment of qualified Mentors who:

- Have knowledge of the context and the content area of Candidates assigned to them, including the current context of public schooling, P-12 content standards, frameworks, and accountability systems
- Have knowledge of diversity in society, including diverse abilities, culture, language, ethnicity, and gender orientation
- Demonstrate commitment to professional learning and collaboration through effective professional practices in teaching and learning, scholarship and service
- Possess a Clear Teaching Credential
- Are able, willing and flexible in meeting their Candidate's need for support
- Have a minimum of three years of effective teaching experience

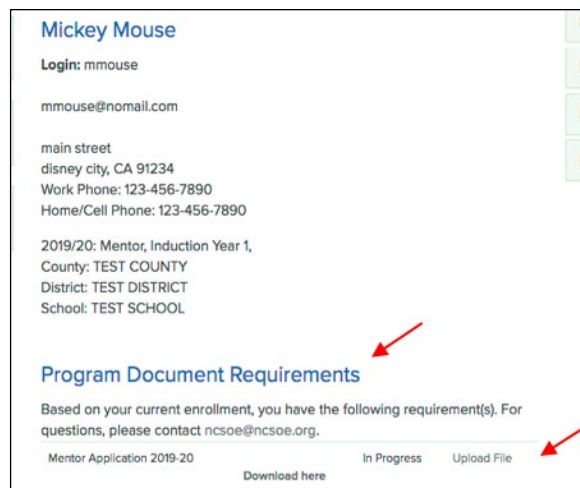
Mentors should work with their District Coordinator to follow both district and program guidelines for submitting a Mentor Application. In some cases, submitting a letter of interest that details competency in the standards above and the Supplemental Questions below, along with a current resume that covers the components of the application below may be submitted.

***Applications/resumes and supplemental answers/letters of interest must be current within a three-year timeframe and are submitted both to the district and to NCSOE prior to assignment to Candidates/Interns/Permit holders.***

### Submitting Your Application to NCSOE:

To submit your Mentor application to NCSOE, you will need to upload your document(s) to your NCSOE database account.

1. Make sure you have a digital copy of your application saved on your computer desktop.
2. Log into your NCSOE database account.
3. In the center of your NCSOE Profile page, under the **Program Document Requirements** section, click the **Upload File** link. *(If you do not see a Program Document Requirements section on your NCSOE account or the links are not working, please contact the regional office at (707) 524-2818.)*
4. Select the document from your desktop to upload and click submit.



The screenshot shows a user profile for 'Mickey Mouse' with the following details:

- Login:** mmouse
- Email:** mmouse@nomail.com
- Address:** main street, disney city, CA 91234
- Work Phone:** 123-456-7890
- Home/Cell Phone:** 123-456-7890
- 2019/20:** Mentor, Induction Year 1
- County:** TEST COUNTY
- District:** TEST DISTRICT
- School:** TEST SCHOOL

Below the profile information is a section titled 'Program Document Requirements'. It includes a link to 'Download here' and a button labeled 'Upload File'. A red arrow points to the 'Upload File' button. Another red arrow points to the 'In Progress' status indicator.



# NORTH COAST SCHOOL OF EDUCATION



## MENTOR APPLICATION AND SUPPLEMENTAL QUESTIONS

NORTH COAST  
SCHOOL OF EDUCATION

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_  
Street City Zip

School: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### 1. TEACHING EXPERIENCE (Minimum of 3 years successful teaching experience):

Dates	District	School	Grade(s)	Subject(s)

**CREDENTIAL(S) WITH EL AUTHORIZATION** A valid corresponding Clear or Life Credential is required that includes issuance date (list all that apply):

\_\_\_\_\_

\_\_\_\_\_

### 2. ACADEMIC PREPARATION FOR TEACHING (list most recent first):

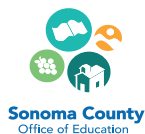
Institution	Degree	Dates	Major/Minor

### APPLICANT'S STATEMENT:

I would like to participate as a Mentor for the \_\_\_\_\_ School District and the North Coast School of Education. I have read the Roles and Responsibilities of a Mentor and agree to fulfill them.

Applicant's Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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**OPTIONAL** *(Please check with your District Coordinator before completing):*

**Please attach the answers to the following questions to your application packet.**

1. How do you stay current on new developments in instruction or the content area in which you teach? How do you self-assess and document your professional growth? Within this question please address your knowledge of and/or your willingness and commitment to participate in professional development to acquire the knowledge and skills to be an effective Mentor:
  - California Standards for the Teaching Profession
  - Common Core State Standards
  - State-adopted content standards/curriculum frameworks
  - State and local assessments
  
2. Describe your experiences and/or personal qualities that will enhance your role as a Mentor. Within this question please address your willingness to:
  - Share instructional ideas and/or materials with Candidates
  - Deepen a Candidate’s understanding of cultural, ethnic, cognitive, linguistic, and gender diversity
  - Share your knowledge of beginning teacher development
  
3. Describe your familiarity with and willingness to engage in formative assessment processes, including non-evaluative, reflective conversations about formative assessment evidence with Candidates.
  
4. What are your strengths as a teacher? Within this question please address your:
  - Effectiveness with interpersonal and communication skills (written and oral)
  - Willingness to work with Candidates
  - Willingness and ability to be an excellent professional role model
  - Ability to work with adult learners
  
5. In what ways would you be effective in the role of Mentor?

**References:** Please list three professional references, including your current principal.

Name	Phone No.	School	Position