

KATONAH-LEWISBORO SCHOOL DISTRICT

Mentor Application - A Visionary Opportunity

There is no single ideal mentor profile. Before you apply for a mentorship you should consider the extent to which the statements below pertain to you. Respondents who possess many of these qualities are likely to serve well as mentors. If you have serious doubts about the strength of your qualifications, it might be useful to get feedback from a colleague who knows you well. It is also important to recognize that many of the qualities listed here evolve with practice.

- People-oriented and enjoys working with other professionals;
- Sensitive to the needs of others;
- Able to recognize the need for support and/or to foster independence;
- Confident and secure in their knowledge of the field and makes an effort to remain current;
- Willing to explore and incorporate different teaching methods;
- Serves as a resource for information about their subject matter and methods of teaching;
- Able to offer assistance in areas that are challenging;
- Adept at using technology and makes an effort to be aware of new techniques that will enhance their teaching;
- Confidential and trustworthy.

If you possess any or all of these qualities, we invite you to complete the attached application form to the Human Resources Department

MENTOR APPLICATION FORM
Please submit to the Office of Human Resources

Name _____ Date _____ Home Phone _____

Home address _____

City _____ State _____ Zip _____

School Phone Extension _____ School E-mail address _____

School/Subject(s)/Grade Level(s) _____

Years in current school _____ Years in District _____ Years in education _____

.....
Please respond briefly to the following questions:

1. Why do you want to be a mentor?

2. What professional experiences have you had that have enriched your preparation to mentor?

3. Describe any unique or special assets that you would bring to your mentorship.

4. Please list three references who would support your mentoring. One reference must be an administrator who has observed your teaching:

<u>Name</u>	<u>Phone No.</u>
(1) _____	_____
(2) _____	_____
(3) _____	_____

Provide each reference with a copy of the attached mentor reference form for them to complete.

MENTOR REFERENCE FORM

_____ has applied to be a mentor. Please use the following guidelines listed below to help you decide about this candidate. The candidate is:

- People-oriented and enjoys working with other professionals;
- Sensitive to the needs of others;
- Able to recognize the need for support and/or to foster independence;
- Confident and secure in their knowledge of the field and makes an effort to remain current;
- Willing to explore and incorporate different teaching methods;
- Serves as a resource for information about their subject matter and methods of teaching;
- Able to offer assistance in areas that are challenging;
- Adept at using technology and makes an effort to be aware of new techniques that will enhance their teaching;
- Confidential and trustworthy.

Please check one of the following:

- I recommend this candidate.
- I strongly recommend this candidate.
- I do not know this candidate well enough.

Additional comments (optional):

(Name)

(Position)

(Date)

Please send completed form to:

**Office of Human Resources
Katonah-Lewisboro Schools**

MENTOR REFERENCE FORM

_____ has applied to be a mentor. Please use the following guidelines listed below to help you decide about this candidate. The candidate is:

- People-oriented and enjoys working with other professionals;
- Sensitive to the needs of others;
- Able to recognize the need for support and/or to foster independence;
- Confident and secure in their knowledge of the field and makes an effort to remain current;
- Willing to explore and incorporate different teaching methods;
- Serves as a resource for information about their subject matter and methods of teaching;
- Able to offer assistance in areas that are challenging;
- Adept at using technology and makes an effort to be aware of new techniques that will enhance their teaching;
- Confidential and trustworthy.

Please check one of the following:

- I recommend this candidate.
- I strongly recommend this candidate.
- I do not know this candidate well enough.

Additional comments (optional):

(Name)

(Position)

(Date)

Please send completed form to:

**Office of Human Resources
Katonah-Lewisboro Schools**

MENTOR REFERENCE FORM

_____ has applied to be a mentor. Please use the following guidelines listed below to help you decide about this candidate. The candidate is:

- People-oriented and enjoys working with other professionals;
- Sensitive to the needs of others;
- Able to recognize the need for support and/or to foster independence;
- Confident and secure in their knowledge of the field and makes an effort to remain current;
- Willing to explore and incorporate different teaching methods;
- Serves as a resource for information about their subject matter and methods of teaching;
- Able to offer assistance in areas that are challenging;
- Adept at using technology and makes an effort to be aware of new techniques that will enhance their teaching;
- Confidential and trustworthy.

Please check one of the following:

- I recommend this candidate.
- I strongly recommend this candidate.
- I do not know this candidate well enough.

Additional comments (optional):

(Name)

(Position)

(Date)

Please send completed form to:

**Office of Human Resources
Katonah-Lewisboro Schools**