

*Paterson Public Schools
Department of Professional Development
Mentoring Program*

Mentor Application Packet

- Part A:** **Application**
- Part B:** **Administrative Recommendation (1)**
- Part C:** **Additional Recommendations (1)**
- Part D:** **Principal’s Mentor/Novice Teacher Match**

Qualifications - To be eligible for the position of Mentor Teacher, a teacher:

- **Must be tenured in the Paterson School District.**
- **Must have taught two years within the last five years.**
- **Must have received a rating of “Highly Effective” or “Effective” on the most recent summative evaluation. If the summative evaluation is delayed, the mentor must have received Effective or higher based upon the District’s teacher practice instrument prior to applying for this position.**
- **Must secure two (2) letters of recommendation from those who are familiar with their work. One of the letters should be from the building administrator or their designee.**
- **Must be experienced with Google Suite.**

Additional Requirements: Mentor Teachers shall be appointed for one (1) year. A new application must be submitted for each school year.

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Mentor Teacher Application

I am interested in the position of mentor teacher in the Paterson Public School District's Mentoring for Quality Induction Program. I understand the role of mentor is critical for the success of a novice teacher and ultimately a key to student performance. I will, therefore, comply with all training and District regulations.

Part A

Name _____ Position: _____

School: _____ Subject/ Grade Level: _____

Certifications and or Endorsements: _____

Years of Experience: _____

Part B - Please answer the following:

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Administrative Recommendation Form

Date: _____

_____ has expressed a desire to mentor a novice **teacher**. He/she has the qualities necessary to be an effective mentor and understands the responsibilities that are a part of this Mentoring Program. He/she has agreed to participate in all of the training and does qualify based on the listed qualifications, as indicated below. I therefore recommend this individual as a mentor for the 2019-2020 school year.

	Highly Effective	Effective
Mentor's Summative Evaluation/ Most Recent Teacher Evaluation Rating		

	YES	NO
Mentor Has Taught (2) of the Last Five Years		

Building Principal:

Signature

School:

Phone:

Fax:

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Additional Reference Form

Mentor Applicant: _____

School: _____

Subject/ Grade Level: _____

How do you know the candidate?

I believe that the mentor applicant possesses the requisite skills, knowledge and attitude to effectively serve as a mentor teacher for a novice teacher.

Name: _____

Position: _____

School: _____

Date: _____

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Principal's Mentor/Novice Teacher Match

School _____

Principal's Name _____

I have selected (Name of Mentor) _____

who currently holds the position of (subject of grade level) _____

to serve as a mentor teacher to (Name of Novice
Teacher) _____

who has been appointed to the position of (subject and grade level) _____

Principal Signature _____ Date _____