# A picture containing text, clipart  Description automatically generatedMOUNT ARROWSMITH TEACHERS ASSOCIATION MENTORSHIP APPLICATION

**REQUEST FOR MENTORSHIP FUNDS Date of Application:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name of Mentee\*\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Mentor\*\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Activity\*\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Are you:**

\_\_\_\_\_\_ In your first 5 years of teaching

\_\_\_\_\_\_ In the first 2 years of a significantly different assignment

\_\_\_\_\_\_ Other ( please explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Activity Requested:**

1. Days Requested:

a. Collaboration with Mentor/Mentee (two people released): Half day \_\_\_\_\_ Full Day \_\_\_\_\_\_

b. Observation of Mentor/Mentee (one person released): Half day \_\_\_\_\_\_ Full Day \_\_\_\_\_\_

c. Weekend Collaboration: ½ day paid (1 per mentorship pair): Saturday\_\_\_\_\_\_ Sunday \_\_\_\_\_\_

Total Requested(Max 4 overall inclusive of weekend collaboration): Half day \_\_\_\_\_\_ Full Day \_\_\_\_\_\_

1. Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Provide details on the reverse of this form outlining mentorship plans.

**Please note:**

* ½ day paid will be at a cost of $250.00.
* Release days per pair will be to a maximum of 4 days. (including weekend collaboration)
* All applications must be sent to the MATA Office at least 10 days prior to the activity.
* Please wait for confirmation that your activity has been approved before booking a TTOC.
* You will need to select “*MATA mentorship*” in Power school.

\*\* Must be completed for application to be processed.

Applicant(s) Signature(s)

**For Office Use Only**

 President/Vice President Signature for approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**HOW TO PLAN YOUR MENTORSHIP EXPERIENCE**

**Step 1:** Determine an area of teaching practice that you’d appreciate to be a mentor/mentee in.

**Step 2:** Find time to plan a timeline over the course of the school year/semester where mentor/mentee are collaborative on multiple occasions as it relates to teaching practice objective. Consider both time to collaborate along with time to observe in context.

**Step 3:** Complete MATA Mentorship application form, with inclusion of timeline & plan for objective.

**Step 4:** Anticipate a minimum of 2 week turnaround in application processing & approval.

**Step 5:** Once approved, book release time via Powerschool.

**Step 6:** Be prepared to provide feedback on mentorship program.

**MENTORSHIP PLANS**

\*See above to guide you in this application process.

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