

TITLE: Teacher Mentor

CLASSIFICATION: Extra Duty

REPORTS TO: Assistant Superintendent or Designee

QUALIFICATIONS:

- A minimum of four (4) years of successful teaching experience
- Employed as a current Trigg County Public School Teacher

BASIC FUNCTION:

To provide support, information, and encouragement for educators new to Trigg County Schools.

REPRESENTATIVE DUTIES:

- Participate in district mentor training.
- Build a trusting mentor/mentee relationship through weekly meeting.
- Provide orientation to school procedures to support mentee comfort in procedural understanding.
- Guide instructional assistance in curriculum implementation and assessment/data analysis.
- Participate in classroom observations and feedback to improve instruction.
- Guide portfolio development of mentee
- Be accessible for guidance and to answer questions throughout the year.
- Attend all mentoring meetings and assist mentee in mentoring activities

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EVALUATION:

Evaluation will be in accordance with the Trigg County Board of Education's policy on evaluation of personnel.

TERMS OF EMPLOYMENT:

Extra-duty supplement of \$1,000.00 per year or \$500.00 per semester.