

Job Title: VTA Mentorship Coordinator

Note- This coordinator position is funded and directed by the Vernon Teachers' Association, and is distinct from the District Mentorship Program. This coordinator will continue to work alongside the District in supporting their mentorship program.

Term: 0.2 release time to begin immediately upon selection and for the remainder of 2020-2021 school year. 0.2 release time to continue for the 2021-2022 school year.

Applicants: Available to any VTA member

Deadline: January 13, 2021

Email your application to president@vernonta.com

See also (attached) VTA Staff Rep Motion for Provincial Mentorship Funding.

VTA Philosophy of Mentorship:

Mentorship is a reciprocal, relationship-based approach to collegial exploration of professional growth. It is based on peer collaboration, professional respect, and continuing growth. Mentorship needs to be recognized, valued and resourced. The primary goal is to cultivate and expand professional practice, develop a community of support, and to set and support goals that are driven by the mentee.

Responsibilities of Mentorship Coordinator Position:

Raising Awareness

- Providing broad training and discussion about the philosophy of mentorship; this discussion will occur within the VTA membership and with district staff
- Building awareness in the school district of mentor/mentee opportunities through written and in-person (or online) communications with members
- Promoting the mentor/mentee opportunities in SD22 as a means of attracting teachers new to the profession or from other jurisdictions to the District.

Building a Sustainable Mentorship Program

- Surveying the broader membership about their experiences of and needs for mentorship
- Surveying participants for feedback on their experience in mentorship in 2020-2022
- Collaborating with the BCTF, other union locals, and other school districts that have mentorship programs
- Evaluating and reporting on the general mentoring program(s); communicating and reporting regularly to VTA Executive and Staff Reps; presenting to the SD22 School Board
- Communicating with the media to highlight successes of the program (while respecting the privacy rights of participants)
- Connecting with university education programs to explore partnership opportunities and to promote the program to teacher candidates
- Reflecting on the program(s) with recommendations for sustainability in the district and union
- Communicating and planning with the Director of Human Resources to coordinate the VTA program and the District Mentoring program

- Coordinate with the VTA PD chair, District Directors and Curriculum Coordinators to discuss professional learning opportunities for participants of the mentorship program

Working with Members

- Identifying and communicating with:
 - members who are 'new to teaching', 'new to role', TTOCs and members returning from leave, and connecting with them about their experiences and needs
 - individuals who have interests and skills to be a mentor
 - school union leadership to help identify any other members who are interested in the mentorship program, either as mentors or mentees
 - Director of Human Resources to regularly identify new hires to the district
- Training mentors (collaboratively with the District), and providing them with guidance and support in their role
- Pairing or grouping mentors and mentees
- Developing a community of mentors and mentees, and providing support through verbal communications such as face-to-face/phone/online conversations
- Celebrating successes and identifying areas for improvement in the program
- Organising and managing budgets and release time for the VTA program

Skills/ Experience

- ❖ Strong collaboration and organizational skills
- ❖ Strong ability to set goals and work independently
- ❖ Strong written and oral communication skills
- ❖ Ability to coordinate and chair a working group or committee
- ❖ Experience with facilitating, working as part of a team, and leading other adults
- ❖ Experience in a mentorship program or similar formal/informal experience
- ❖ Ability to establish and build relationships among membership
- ❖ Ability to plan short and long term
- ❖ Ability to facilitate open communication and have difficult conversations
- ❖ An understanding of and appreciation for the values and goals of the union
- ❖ Possess a curiosity about pedagogy and professionalism

Application Process

Please answer the following questions, and email your application to president@vernonta.com

Deadline: 4:00 pm, January 13, 2021

1. How do you believe you can support the intentions for mentoring set by the Executive Committee? What is your philosophy toward mentorship?
2. What skill set do you have that would support this mentorship model?
3. Describe several of your experiences that demonstrate the skills required for this position.