

**FRESNO UNIFIED SCHOOL DISTRICT
POSITION DESCRIPTION**

TITLE:	MENTOR TEACHER	REPORTS TO:	ON-SITE TEACHER
DEPT:	ON SCHOOL SITE	CLASSIFICATION:	CERTIFICATED
		WORK YEAR:	240 HOURS
SALARY	\$4,000 STIPEND(PPLUS COST-OF -LIVING ADJUSTMENTS) FOR 10 MONTHS		

MINIMUM QUALIFICATIONS:

- A. Must be a K-12 classroom teacher with permanent status with Fresno Unified School District with an appropriate credential
- B. Must have recent experience in direct instruction of students
- C. Must have effective performance evaluation

KNOWLEDGE AND ABILITIES:

- A. Possess demonstrated exemplary teaching ability, as indicated by, among other things, effective communication skills, subject matter knowledge, and mastery of a range of teaching strategies necessary to meet the needs of pupils in a variety of contexts
- B. Possess knowledge of content and teaching methodology in the subject area and level for which application is made

DUTIES AND RESPONSIBILITIES:

- A. Provide assistance and guidance to:
 - 1. Teachers new to the district
 - 2. Teachers new to a grade level or subject matter
 - 3. Experienced teachers
- B. Provide in-service to teacher groups
 - 1. Curriculum implementation
 - 2. Techniques of teaching
 - 3. Classroom management
- C. Provide assistance in development of district curriculum and instructional materials
 - 1. Curriculum writing teams
 - 2. Selection of textbooks and instructional materials
- D. Provide assistance for school improvement
 - 1. Cooperative learning
 - 2. Peer coaching
 - 3. ESL and sheltered English
 - 4. Higher Level thinking skills
 - 5. Test score improvement
 - 6. Students at risk
 - 7. Demonstration lessons
 - 8. Summer/Intersession demonstration school
 - 9. School site restructuring efforts

Job Description

TITLE - Mentor Teacher

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- E. Maintain a minimum 60% of his/her time in direct instruction of students

PROHIBITED DUTIES AND RESPONSIBILITIES:

Mentor teachers may not:

- A. Participate in the evaluation of teachers
- B. Have access to the evaluation documents of any teacher
- C. Perform any duties performed by administrative personnel prior to implementation of the Mentor Teacher Program nor perform any duties which fall within the job description of administrative positions.
- D. Be exempted from the extra duty assignments and staff meetings required of all teachers
- E. Be exempted from liability to layoff by virtue of appointment as a mentor teacher
- F. Be given authority over any other teacher by virtue of appointment as a mentor teacher

ACCOUNTABILITY:

- A. Person to whom responsible
 - On-site Principal, or designated administrator to whom the mentor teacher is assigned
- B. Evaluators
 - 1. On-site Principal, or designated administrator to whom the mentor teacher is assigned
 - 2. Mentor Teacher Program Administrator

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