

New Mexico Leadership Institute District/Charter Principal Mentoring Program Essential Components

Mentoring definition: Mentoring is best described as a reciprocal and collaborative learning relationship between two (or more) individuals who share mutual responsibility and accountability for helping a mentee work toward achievement of clear and mutually defined learning goals. Learning is a fundamental process, purpose and product of mentoring.

Zachary, Creating a Mentoring Culture (2005)

Mentor Selection Criteria

- Skills, Experiences, Traits**
- Appointment Process**

Training of Mentors

- Mentor competencies (e.g., see attached NAESP Competencies)**
- The development and needs of new principals**
- The development of the mentoring relationship**
- Cognitive Coaching**

Agreements

- Non-evaluative relationship between mentor/mentee**
- Confidentiality**
- Regular Schedule of Contacts (face-to-face, phone, video-conferencing)**
- Shared Activities (e.g., observations, readings, modeling PD, etc.)**
- Review/Revise Agreement at regular intervals**
- Compensation for Mentoring**
- Timeframe (i.e., duration, closure, celebration)**

Professional Development for Principals

- Competency-based (HOUSSE-P)**
- District/Charter-specific**
- Level-specific**
- Problems/Needs-based (Individualized)**

Identification of Roles and Responsibilities (e.g., Record-keeping/ documentation, administrative, fiscal, human resource, programmatic)

- District/Charter**
- District/Charter Supervisor**
- Mentor**
- Mentee**