



NORTH COAST
SCHOOL OF EDUCATION

North Coast Teacher Induction Program

WELCOME MENTORS!

The North Coast Teacher Induction Program **welcomes you** as a professional Mentor for a newly hired teacher in your district. We appreciate your choice to be actively involved in a process that will support and guide a Teacher Induction Candidate through the first days, months and years in the teaching profession! Your role is critical to the success of your Candidate and your expertise provides an important source of knowledge in his/her professional growth over the next two years.

In your role as a Mentor, you will be attending a regular professional development series with your Candidate(s). It is also very important that you **begin your Mentor role now to effectively prepare for the first weeks of school**. As you know, this time is critically important for your Candidate.

Here are some things you can do during these first weeks:

- Take time to meet and get to know your Candidate as soon as possible!
- Self-enroll from your [NCSOE Profile Page](#) into the **Mentor Orientation online course** in Canvas and view the modules for roles and responsibilities and “big picture” support of your Candidate(s).
- Use the [Checklist for Site Orientation](#) to guide conversations about essential steps in setting up a classroom and beginning to plan for the first days and weeks of school. Give your Candidate a guided tour of your school site, introducing him/her to key staff and faculty members.
- Carefully read the [Mentor Roles and Responsibilities](#) document.
- Complete your online program **REGISTRATION (this will include your profile information and series registration)** on the [NCSOE website](#) (www.ncsoe.org).
- Let your first-year Candidate(s) know they are required to also complete program registration. Year 1 Candidates must also complete the online course **Starting Out Right** on the [NCSOE website](#) (www.ncsoe.org).
- Familiarize yourself with your site/district goals so you can help your Candidate(s) set goals on their Individual Learning Plan with the assistance of site administration within the first 60 days of enrollment into NCSOE.
- If you have any questions, please contact your Program Coordinator (see “Faculty and Staff” under “About Us” on the [NCSOE website](#) (www.ncsoe.org)) or the NCSOE Regional Office at (707) 524-2818.

Your active involvement with your Candidate(s) during these next few weeks can alleviate much of the fear and uncertainty that often accompanies those initial steps into the teaching profession.
Thanks for being there!

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