

New Teacher Mentor

Job Summary

A *New Teacher Mentor*, in conjunction with the *Coordinator of New Teacher Support* and site Administrators, helps facilitate the onboarding of certified personnel to the AUHSD educator community.

Essential Responsibilities:

- Provide collegial support to new certified personnel, which includes:
 - Hosting and facilitating monthly morning meetings (coordinate meeting time with the site Principal). Content programming for the meetings will be provided by the New Teacher Coordinator.
 - Coordinate with the Principal to host an afternoon site orientation prior to the start of school
 - Serve as a valuable source of knowledge about AUHSD policies and procedures to ensure a successful onboarding, including site specific information.
 - Maintain communication with site administrator(s) to ensure the successful onboarding of all new certified employees.
- Attend a few virtual and/or in person meetings with the *Coordinator of New Teacher Support*.

Qualifications:

- Minimum of three to five years of full-time teaching experience with AUHSD.
- Desire to help new certified personnel join the AUHSD community.

Compensation:

Stipend of \$2369 (paid monthly)