

## **Diocese of Toledo – Schools Office**

### **IV. STEP 2: MENTOR TRAINING**

All individuals serving as mentors are to receive training in mentoring, and whenever possible, this training should begin prior to the beginning of the school year in which they serve. The mentor training should be designed with professional growth as the objective for both beginning teacher(s) and mentor(s). The mentor training is built around principles for an observational framework involving the eight standards that are used in performance-based assessment of beginning teachers. In the Diocese of Toledo, the initial training for mentors will be “Pathwise.” In addition, the mentor teacher is required to attend the Instructional Mentoring Module 1 to become a certified mentor with the Ohio Department of Education for the program’s transition years. Information on the date and location of this training will be given to the mentor in September.

#### **Schools need to keep on file the following regarding mentor training:**

- Documentation of mentor training. Schools should keep a copy of the “Pathwise Completion Certificate” in the mentor’s personnel file. This information should also be recorded on the “Mentor & Beginning Teacher Information Sheet”. (See the previous section of Component Two, Step 1.)
- Mentors’ Individual Professional Development Plans (IPDPs) should reflect goals associated with their mentoring roles.