

Process for Implementation of NTIP Mentoring Program

Timeline	The Process	Rationale
August Suprinco	All principals are given an overview of key aspects of the NTIP program and resources to support them.	All principals need to be aware of the New Teacher Induction Program and its implications for their staff.
1 st Formal Staff Meeting in August	The principal reminds experienced teachers to consider becoming NTIP formal mentors. Principals will generate a school based list of potential mentors.	All teachers need to be aware of the New Teacher Induction Program and the need for mentors.
During the Month of September	Principals can direct teachers to the board NTIP website for information on mentorship (Google newteachercentre.ca)	It is important for teachers considering becoming a mentor to realize it has changed from a casual relationship to a more formal process as outlined in the NTIP resources.
By the end of September	Experienced teachers submit their name to the principal if they are interested in being a formal mentor. The principal submits a list of teachers interested in becoming mentors to the Principal of Leadership Development.	This timeline will allow new and experienced teachers to form a beginning mentor/mentee relationship on their own. As a result they may be interested in continuing the relationship through the formal mentoring program. A list of System Mentors will be created from this submission. This will promote a culture of mentoring within the system as professional learning opportunities will be provided throughout the year.
Five weeks after date of hire	The principal will provide the mentees with a list of possible mentors in his or her school. The beginning teacher selects the mentor they feel is the best fit for them.	Mentoring relationships work best when the mentee selects their own mentor. In some cases the new teacher may ask the principal for assistance in recommending a mentor. In the rare case where a teacher is unable to identify a mentor in his or her own school, a system mentor may be accessed by contacting the Principal of Leadership Development.
Six weeks after date of hire	The principal submits the name of each new teacher with his or her formal mentor to the Principal of Leadership Development.	Although some schools may use a group-mentoring approach, the funding model for NTIP requires all new teachers to be matched with a single formal mentor.
Throughout the Induction period	Mentors and mentees will be expected to attend any system activities related to the NTIP program. A list of dates will be provided.	Both mentors and mentees will be provided with professional learning opportunities throughout the year to facilitate an effective implementation of NTIP.