



Master and Mentor Teacher Roles & Responsibilities

Master Teacher	Both	Mentor Teacher
<ul style="list-style-type: none"> • Coach new, first year, and other identified teachers for a minimum of 3 hours per week • Create an atmosphere and attitude conducive to learning • Improve pedagogical instructional strategies and classroom management practices • Team teach with colleagues, model lessons, and help implement curriculum • Identify, schedule, and implement opportunities for teachers to observe or co-teach with skilled teacher(s) • Oversee planning, facilitation, and follow-up of all group meetings (teacher small groups, six one-hour round table discussions, etc.) • Collaborate with campus principals to ensure all students are learning from effective teachers that demonstrate mastery in their professional content • Participate in monthly video conference discussion meetings • Guide the utilization of data to improve teaching • Conduct classroom observations each year as part of the core team <i>(Note: Classroom observations by Master Teachers serve the purpose of establishing coaching relationships to effectively respond to a mentee's needs. Master Teachers do not conduct any type of summative evaluation comparable to a summative T-TESS appraisal by the campus principal or other designated appraiser.)</i> 	<ul style="list-style-type: none"> • Attend a total of 40 hours of professional development per year provided by Region One • Attend a Master Mentor Summer Institute training provided by Region One ESC • Engage in professional development activities that are both self and team-directed • Work closely with Project RISE team to ensure effective grant implementation • Participate in additional Project RISE trainings and meetings • Follow all administrative procedures and policies of the school and district • Attend monthly sessions related to operational topics at campus • Meet additional requirements as indicated by the campus leadership team • Meet additional requirements as indicated by the Project RISE Director 	<ul style="list-style-type: none"> • Mentor new and first year teachers for a minimum of 3 hours per week • Support an atmosphere and attitude conducive to learning • Collaborate with teachers on subject/grade level planning • Support the improvement of pedagogical instructional strategies and classroom management practices • Assist with lesson planning, model lessons, and support with classroom management • Provide ongoing formative feedback of first year and new teacher performance (based on clearly defined teaching standards and expectations) • Support and facilitate opportunities for new teachers to regularly observe or co-teach with skilled teachers • Facilitate follow-up discussions of classroom observation results and co-teaching experiences • Participate in six one-hour round table discussions for first year and new teachers • Support the mentee on utilization of data to improve teaching • Support campus Master Teacher in implementing initiatives tied to grant goals and objectives

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