

## **ROLE OF THE PRINCIPAL**

- ¾ Show an appreciation of the mentoring relationship
- ¾ Recognize that mentoring is an evaluation tool
- ¾ Become familiar with Ministry NTIP documents (NTIP Manual, TPA Manual)
- ¾ Provide school orientation, support, encouragement and guidance for new teachers
- ¾ Be involved in the selection of mentors
- ¾ Facilitate opportunities for partners to collaborate
- ¾ Ensure consistency of the program
- ¾ Promote collaboration within the whole school
- ¾ Consider new teacher assignments carefully
- ¾ Collaborate with new teachers on the Individual Collaborative on StrT goals
- ¾ Conduct TPAs with all new permanent teachers and LTO Evaluations with those LTOs who require one

## **ROLE OF HUMAN RESOURCES**

## **ROLE OF THE NTIP BOARD LEAD**

- ¾ Promote, facilitate and sustain the program within schools and throughout the Board
- ¾ Collaborate with the Board NTIP Steering Committee to develop yearly criteria/goals/expectations for the program
- ¾ Assist with scheduling mentors and new teachers
- ¾ Organize workshops, training and other activities for the year
- ¾ Conduct surveys to identify positives, negatives and next steps for the program
- ¾ Participate in Ministry communications and directiv
- ¾ Develop communication resources
- ¾ Research and purchase appropriate resources for the program
- ¾ Deal with situations that surface

