

Mentor Guidelines

Mentor Description: A senior project mentor is a teacher who gives guidance to a senior as they work through their senior year and complete a project that showcases their growth. This guidance could include:

- Keeping the student on pace with the timeline
- Helping the student to come up with a project idea
- Helping the student to find people in the community to interview for their project.
- Give the student ideas for community service.
- Checking off completed parts of the project on the senior project checklist.
- Giving the senior suggestions for research on their project.
- Help with organizing the portfolio and choosing and reflecting on best works.
- Check "Review and Progress" sheets each month (Jan.,Feb.,March) and tell students to put them in their portfolio.

First Meeting:

1. Set up a schedule for subsequent meetings.
2. Go over the Senior project checklist to set up a timeline for work to be completed.
3. Inform student that he/she is to keep a journal as they work through their project with dated entries.
4. Complete the Mentor meeting form.

Subsequent Meetings:

1. Update senior project checklist.
2. Check student's journal for new entries.
3. Advise the student as needed on project's progress.
4. Complete the Mentor meeting form.