

WEAC Rural Schools Mentor Team Information

Rural Schools Mentor Job Description

Rural school mentors are the first and sometimes only connection some of our smaller, rural locals have with the union. Your role is important and we are excited to have you on our team.

Purpose: The purpose of this program is to create a clear union connection among our smaller, rural locals. Mentors are asked to be a resource to other leaders and to reach out to potential leaders as well. Mentors are not expected to know all of the answers, but to help steer their union siblings towards the assistance they need to strengthen their union.

Expectations: Mentors are expected to contact at least three individuals a month. Each mentor will be assigned some local leaders or potential local leaders to contact and are asked to try people more than once through multiple formats (email, phone call) and to record all attempts at contact as well as actual conversations. The goal is to have some form of contact with at least three individuals a month. If a mentor has tried and exhausted the potential in the three assigned, had a negative experience with someone, or that person is no longer in WEAC, the mentor will have new people assigned.

Meetings/Trainings/Events: Mentors are expected to attend an initial training session in August. Mentors are also expected to participate in monthly check-in sessions which will be held the second Tuesday of every month. Mentors are also expected to attend monthly training sessions which will be held the second Tuesday of every month after the check-ins. Each training session will be no more than one hour in length, will feature a topic suggested by the rural leaders, and mentors are encouraged to invite others to these sessions. All trainings will be held via zoom or webinar.

Important Dates:

- Applications due by July 26. Contacted by July 30.
- Training for mentors: Tuesday, August 17, 6 to 8.
- Monthly Check-ins for mentors throughout the year: 6 to 7 PM second Tuesday of every month, with learning session to follow from 7 to 8: September 14, October 12, November 9, January 11, February 8, March 8, April 12, May 10

Reporting: Mentors are expected to complete a [reporting form](#) at least monthly by the last Thursday of each month, for each individual contact. Mentors may elect to submit the form immediately after every conversation or attempt. This is recommended.

Dispositions: Mentors are expected to be good communicators, who are outgoing and comfortable with making phone calls and having meetings with people they may not know. Mentors must be willing to give the time necessary to give the mentor position due diligence.

Removal: Mentors may be asked to leave the program for failure to complete the above, behaving in a way that is harassing, unethical, or disrespectful, working against the union (e.g. putting administration before members), engaging in behavior that breaks trust or confidentiality, or if a mentor finds that they are no longer able to complete the work.

Compensation: Mentors will be compensated in two installments: one payment of \$350 in December, 2021 and a second payment of \$400 in July, 2022.