

# Victoria Online Initial Certification for Educators

## VOICE Mentor Guidelines

In the University of Houston-Victoria VOICE Program, the goal of the mentoring relationship is to provide a learning environment for the intern in which collaborative efforts between the university faculty and the practicing professional teacher result in positive learning experience. The School of Education and Human Development has designed the on-line VOICE Program to promote a quality graduate certification experience in the convenience of home and school. Every aspect of this program was developed with the working professional teacher in mind.

### Mentor Qualities:

- Strong personal identity as a professional teacher.
- Understanding of the culture of the American education system.
- High ethical standards, personal attributes and values.
- Interpersonal skills and sensitivity to the world of the learner.
- Personal commitment to continuous learning and reflection.
- Clarity of vision and the alternative solutions to complex problems.

### Expectations of a VOICE Mentor:

The mentor:

- Provides acceptance, support, and encouragement.
- Assists the intern in understanding the goals and objectives of the teaching area.
- Provides advice, guidance, and coaching.
- Serves as a role model.
- Serves as a sponsor or advocate.
- Attends required on-line mentor meetings.
- Provides four written evaluations per semester to the intern and the university faculty on the intern's teaching progress.
- Provides encouraging remarks to the evaluation progress.
- Provides written suggestions for improvement in the intern's teaching experience.

### Contact:

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