

# Team Spyder Mentor Expectations and Policies

Please read, accept each policy and complete the form to complete your team registration.

## Mentor Expectations

### Registration:

1. Apply as a mentor with Team Spyder
2. Complete FIRST Mentor Training with head coach
3. Complete the FIRST registration (STIMS) and Youth Protection Guidelines which allows you to be alone with students
4. Be at least an active Level 1 volunteer. Make sure that you have all your forms completed for Level I and/or II
5. Be AED/CPR/First Aid Certified for Child and Adult as well as blood borne Pathogens
6. Complete FIRST EDI Adult Training

### Communication:

1. When communicating with students only use email, and cc the parent on all communications. Do not use text, social media, blogs or any other form of communication. (this is to protect yourself)
2. When emailing students and parents, have a professional contact with your name, title on the team, team name/number/program, email, and phone number. (i.e. John Doe, Mechanical Lead Mentor, Team Spyder 1622, Poway High School Robotics, [myname@powayusd.com](mailto:myname@powayusd.com), 858-748-1234)
3. Communicate with students regularly and report back to team head coach weekly.
4. Collaborate as a team and have team consensus

### Instruction-Working with students:

1. Help students learn, have fun, and get excited about STEM
2. Have a helpful, kind, and energetic behavior. (Never come across discouraging or demeaning) Be supportive, encouraging and understanding

3. Tutor students. Need to be teaching students using strategies/interventions that follow an individual learning plan or tutoring, specific to the student's needs.
4. Train students to be prepared for the FRC season
5. Never be alone with a student. Follow two Deep Leadership when working with students
6. Follow the program plan. Hold students accountable to timelines and the program plan.
7. Manage each student so that they have a task, and no students should be idle
8. Be a mentor, not a friend, and have personal inventories with students daily when you are present with them
9. Be firm with high expectations and expect high quality from the students
10. Instill a culture of life-long learning. Create traditions that encourage student excitement and growth with the head coach guidance.
11. Foster leadership for every student
12. Mentor the students, do not do it for them

## **Expectations/Performance:**

1. Need to follow through, attend all WED/SAT mandatory meetings and be on time.
2. Follow head coaches lead, when in doubt ask the head coach
3. Manage, guide, and lead your team effectively and proactively to meet deliverable due dates
4. Follow a Gant Chart or schedule
5. Assist all sub teams to complete daily/weekly reports and give to Business team.
6. Work with Business Team as an integral part of your team
7. Attend competitions to boost student morale
8. Work directly with students on WED/SAT. Avoid socializing too much with mentors during this time. Your goal is to support students and the team.
9. Follow Safety Guidelines
10. Mentors will conduct themselves at outreaches and competitions following the PUSD and Team Spyder policies

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## **Photo/Video Release:**

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