

Mentor Roles & Responsibilities

List of positions:

- Project Manager Mentor
 - Head Mechanical Mentor
 - CAD Mentor(s)
 - Manufacturing Mentor(s)
 - Design Mentor(s)
 - Head Control Systems Mentor
 - Programming Mentor(s)
 - Electrical Mentor(s)
 - Head Business Mentor
 - Safety Mentor(s)
 - Spirit / Imagery Mentor(s)
 - Business Mentor(s)
 - Grant / Fundraising Mentor(s)
 - Recruiter Mentor(s)
 - Outreach Mentor
- Head Coach
- Coach(s)

Requirements expected from each mentor:

- Realistically attend meetings held during different times of the year:

Off Season:

- Wednesdays 7-9pm

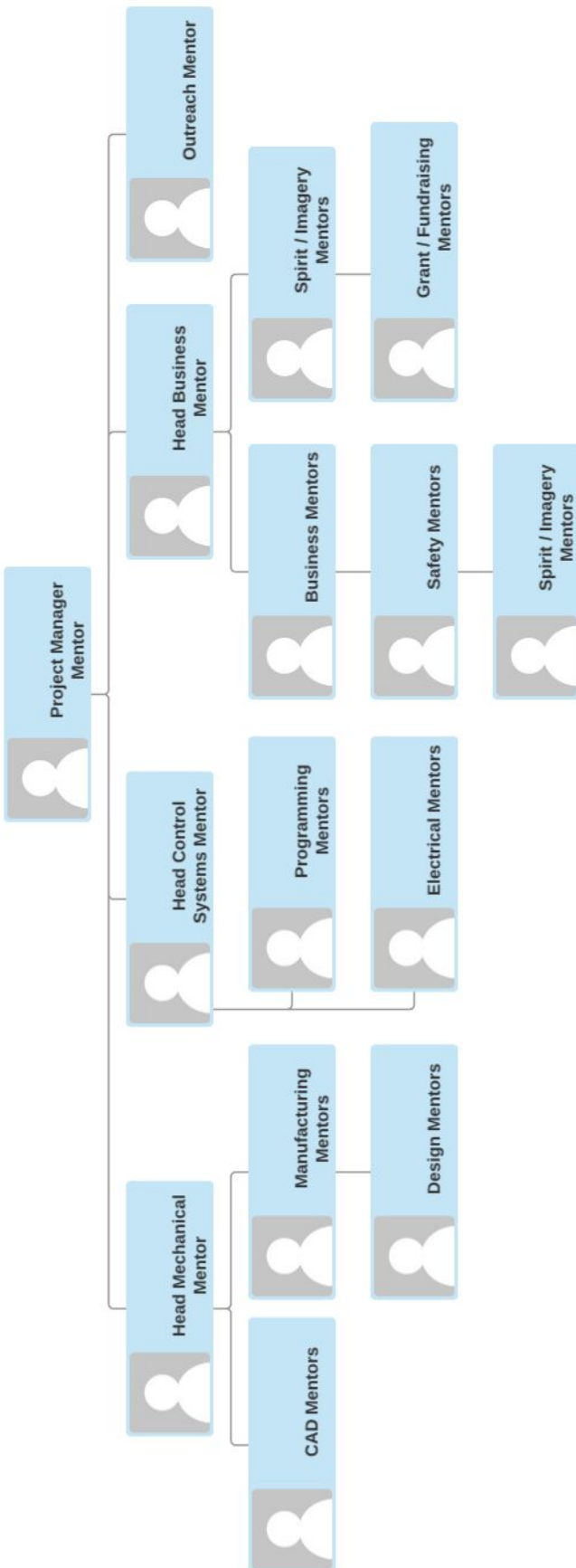
Build Season:

- Wednesdays 7-9pm
- Saturdays 9-5pm

Competition Season:

- Wednesdays 7-9pm
- Saturdays as needed

Be Positive and have fun!



Position Name: **Project Manager Mentor**

Reporting Mentor:

Mentors Managed: Head Mechanical Mentor, Head Programming Mentor, Head Business Mentor

Roles & Duties:

1. Facilitate Communication Between Head Mentors and Head Coaches
2. Define Build Season schedule

Position Name: **Head Mechanical Mentor**

Reporting Mentor: Project Manager Mentor

Mentors Managed: CAD Mentor, Fabrication/Assembly Mentor(s), Design Mentor(s)

Roles & Duties:

1. Oversee assembly of the robot.
2. Oversee creating parts.
3. Oversee design decisions.
4. Communicate with Control Systems & Business Mentors weekly
5. Coordinate QA
6. Set due dates for items during build season

Position Name: **Head Control Systems Mentor**

Reporting Mentor: Project Manager Mentor

Mentors Managed: Electrical Mentor(s), Programming Mentor(s),

Roles & Duties:

1. Assist coordination of programming and electrical components
2. Organize trainings for subteam
3. Oversee Programming of robot.
4. Oversee software development workflow
5. Oversee Electrical wiring.
6. Set due dates for items during build season

Position Name: **Head Business Mentor**

Reporting Mentor: Project Manager Mentor

Mentors Managed: Business Mentor(s),

Roles & Duties:

1. Proofread chairman's speech
2. Set up mock interviews for students to practice
- 3.

Schedule:

Off Season:

- Wednesdays 7-9pm

Build Season:

- Wednesdays 7-9pm
- Saturdays 9-5pm

Competition Season:

- Wednesdays 7-9pm
- Saturdays as needed

Position Name: **Outreach Mentor**

Reporting Mentor: Project Manager Mentor

Roles & Duties:

Schedule:

Position Name: **CAD/Design Mentor**

Reporting Mentor: Head Mechanical Mentor

Roles & Duties:

1. Mentor and teach CAD to CAD students
2. Assist with creating parts
3. Assist with design decisions

Position Name: **Manufacturing Mentor**

Reporting Mentor: Head Mechanical Mentor

Roles & Duties:

1. Train students on machines in the shop
2. Oversee creating parts
3. Coaching to check tolerances

Position Name: **Programming Mentor**

Reporting Mentor: Head Control Systems Mentor

Roles & Duties:

1. Train C++ Basics
2. Help with debugging code errors
3. Train GIT
4. Train on programming specialization areas
 - a. Drive train
 - b. Autonomous
 - c. Camera
 - d. Motion planning
 - e. Linux (for Raspberry Pi & Roborio)
5. Train on software development workflow
6. PIID Research

Position Name: **Electrical Mentor**

Reporting Mentor: Head Control Systems Mentor

Roles & Duties:

1. Train students on basic wiring and setup of electrical board
2. Train students on basic tubing and setup of pneumatic system
3. Oversee maintain an awareness of all electrical and pneumatic parts
4. Help

Schedule:

Position Name: **Safety Mentor**

Reporting Mentor: Head Business Mentor

Roles & Duties:

Schedule:

Position Name: **Spirit / Imagery Mentor**

Reporting Mentor: Head Business Mentor

Roles & Duties:

Schedule:

Position Name: **Business Mentor**

Reporting Mentor: Head Business Mentor

Roles & Duties:

Schedule:

Position Name: **Grant / Fundraising Mentor**

Reporting Mentor: Head Business Mentor

Roles & Duties:

Schedule:

Position Name: **Recruiter Mentor**

Reporting Mentor: Head Business Mentor

Roles & Duties:

Schedule:

