



ABMVSS MENTOR PROGRAM 2018



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MENTEE PROFILE FORM – 2018

PROFILE DETAILS

NameClassificationTime Fraction.....

Current school/address/region

..... Current enrolment.....

Length of time in schools.....Length of time as BM (if applicable).....

School phone numberMobile.....

Email address

Recent leadership professional learning activities undertaken:

1.

Name of organisation/facilitator.....

2.

Name of organisation/facilitator.....

3.

Name of organisation/facilitator.....

Interested applicants should be, or aspiring to be, at the level of Business Manager and have the following qualities:

1. Self awareness
2. Conscientious and well organised
3. Positive outlook
4. Talented
5. Goal oriented
6. A desire to learn and patience to develop skills
7. A member of the ABMVSS

The following criteria should be addressed in your application:

1. Willingness to fully commit to the program
2. Willingness to assume responsibility for own growth and development
3. Receptive to feedback and coaching
4. Active in seeking challenging assignments and greater responsibility
5. Willingness to increase and develop personal skill sets.

Please complete the following information (using dot point) – this will assist us with matching you with a suitable mentor

I am applying for this program because:

Willingness to assume responsibility for own growth and development:

Receptive to feedback and coaching:

Active in seeking challenging assignments and greater responsibility:

List two or three strengths and weaknesses in relation to your position: is there a particular area you would like to improve/concentrate on?

What are you excited about or any concerns (if any) for any of the following?

EXPECTATIONS

CONCERNS

1. The program

2. Your Mentor
Relationship

3. Yourself

Please attach:

1. The completed mentee profile form
 2. A current (no more than 2 page) CV to support your application
 3. The Principal's endorsement
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PRINCIPAL'S ENDORSEMENT DATE

Please forward the completed application to: Stace Kerr (email details below)

Denise Sadler | President | Association of Business Managers in Victorian State Schools (ABMVSS)
PO Box 651, Altona, Victoria 3018
p: 9398 4998 | f: 9398 2576 | m: 0409 951 491

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CLOSING DATE for expressions of interest: **Friday 23rd February 2018** to kerr.stace.l@edumail.vic.gov.au

ABMVSS MENTOR PROGRAM

PRINCIPAL'S SUPPORTING STATEMENT

To the Principal:

Thank you for supporting this ABMVSS Mentor Program application.

By endorsing this application you acknowledge that the applicant is a suitable candidate to participate in the Mentor Program. You support the commitment for this applicant to attend the four program professional learning workshop days, away from school (spread throughout the year); undertake a school visit with their mentor/mentee as well as additional time to build a one to one relationship with his/her mentor partnership.

Principal's supporting statement - to be emailed separately to: Stace Kerr (details below)

This section should be completed by your Principal who is familiar with your role and can provide a detailed perspective on your capabilities, achievements and potential in the context of the selection criteria.

I (Principal) have read the criteria for the

ABMVSS Mentor Program and provide the following confidential statement in respect to

..... (Applicants full name)

Principal's statement

Principal's signatureDate

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