



Mentor Agreement

On behalf of Nashville Big Picture High School, thank you in advance for your commitment to mentor a high school student as part of our Learning Through Internship program. We appreciate your time, energy and expertise. Together, we can make real-world learning experience and education relevant so that your student intern strives for greater accomplishments in the future.

In becoming a mentor for Nashville Big Picture High School, I agree that for the length of the internship I will do the following:

1. Offer meaningful and challenging work for my intern to do.
2. Designate regularly scheduled time every week to have a one-on-one conversation with my intern to provide positive and constructive feedback about her or his recent work, and to explain upcoming work.
3. Make time for monthly meetings with the intern's advisor to check in on the month's learning objectives and the habits of work the student is showing. Additional meetings may be required depending on the student's needs.
4. Communicate with my intern's advisor in a timely fashion about any problems with the intern's attendance, punctuality or behavior, or about any concerns regarding the student's well-being. **This includes calling as soon as the student is significantly late or absent.**
5. Complete Intern Performance Assessment forms.
6. If possible attend student's exhibitions and learning team meetings at Nashville Big Picture High School. These exhibitions are hour-long presentations of students' work, attended by students' families, mentors, peers, as well as other adult community members. Exhibitions are followed by a meeting in which the team evaluates the student's progress and sets goals for the next term.
7. Assist students in completing internship-based school assignments, such as oral presentations about the student's learning at the site.
8. THANK YOU FOR AGREEING TO BE A MENTOR!!!

Mentor name: _____

Signature: _____ Date: _____