

TEXT MENTOR APPLICATION PROCESS

The following information should be submitted to be considered as a TEXT mentor. Though we realize you may have a demanding schedule, please take a few moments to complete the following forms. Thank you.

- A brief work history (attached form)
- A self-evaluation rating form (attached form)
- This cover sheet with the information below completed

TEXT TEAM APPLICANT INFORMATION

Name _____

School _____ Grade/Content Area _____

School Address _____

School Phone _____ Extension _____

E-Mail Address _____

Best time to reach me at school _____

Home Address _____

Home Phone _____

**Please submit this form and requested information to:
Ann West, Director of Field Experiences
Avila University
11901 Wornall Road
Kansas City, MO 64145**

If you have any concerns or questions about the materials requested, the duties of a TEXT team member please call Ann West at 816-501-2432 or via email at ann.west@avila.edu. We look forward to receiving these materials and to working with you.

TEXT SELF-RATING EVALUATION

Please evaluate yourself on items contained in this questionnaire. Use the following rating scale.

- 4 Outstanding
- 3 Above an acceptable standard
- 2 An acceptable standard
- 1 Below an acceptable standard

Lesson Preparation:

- | | | | | |
|---|---|---|---|--|
| 4 | 3 | 2 | 1 | Introduces lesson plan effectively |
| 4 | 3 | 2 | 1 | Relates purpose of lesson |
| 4 | 3 | 2 | 1 | Checks that students can see and hear presentation |
| 4 | 3 | 2 | 1 | Uses appropriate and correct language |
| 4 | 3 | 2 | 1 | Provides opportunity for guided practice |
| 4 | 3 | 2 | 1 | Uses effective questioning |
| 4 | 3 | 2 | 1 | Indicates awareness of all students |
| 4 | 3 | 2 | 1 | Encourages students to participate in class discussion |
| 4 | 3 | 2 | 1 | Adapts instruction to individual needs |
| 4 | 3 | 2 | 1 | Checks for understanding during lesson |
| 4 | 3 | 2 | 1 | Concludes lesson with review or restatement of purpose |

Classroom Management:

- | | | | | |
|---|---|---|---|---|
| 4 | 3 | 2 | 1 | Prepares materials and equipment in advance |
| 4 | 3 | 2 | 1 | Uses positive reinforcement effectively |
| 4 | 3 | 2 | 1 | Uses time effectively |
| 4 | 3 | 2 | 1 | Consistently applies appropriate discipline techniques |
| 4 | 3 | 2 | 1 | Uses nonverbal or verbal cues and signal for management |
| 4 | 3 | 2 | 1 | Maintains positive classroom rapport |

Knowledge

- | | | | | |
|---|---|---|---|---|
| 4 | 3 | 2 | 1 | Demonstrates competence and knowledge of subject matter |
| 4 | 3 | 2 | 1 | Uses knowledge appropriate to grade level |
| 4 | 3 | 2 | 1 | Relates knowledge to experiences of student |

If you are not enclosing a resume, please provide a brief background history by completing the following form.

Professional Experience

Please list your current position and any previous experience.

Current Position _____

District _____ School _____

Employed from _____ to _____

Previous Position _____

District _____ School _____

Employed from _____ to _____

Other related work experience:

Position _____

Employer _____

Employed from _____ to _____

Colleges/Universities Attended

Degree
