



KAAE Teacher Mentor

Purpose for the Award

If you ask agriculture teachers what motivated them to enter and stay in the teaching profession, predominately they will attribute their decision to another agriculture teacher who encouraged them. Many state agricultural education associations have recognized the importance of positive relationships between beginning and experienced teachers by creating formal organizational structures to connect beginning and experienced teachers. The KAAE Teacher Mentor Award was developed to recognize individuals who have answered the call to mentor fellow agricultural educators in our profession. Preservice teacher mentoring may be included in the application however the focus of the award is to highlight individuals who are mentoring other in-service teachers.

The KAAE Teacher Mentor Award is sponsored by iCEV as a special project of the Kentucky FFA Foundation.

Awards and Recognition

The state winner will receive a plaque and \$500. Recognition will occur at the KAAE Awards and Business Session during the annual CTE Summer Program.

Press releases will be prepared and supplied to local and state media outlets.

Eligibility

All active KAAE members are eligible to enter. Each applicant must have been a KAAE member the three (3) previous years or continuously since he/she began teaching.

The deadline for submitting applications is April 1. All applications must be submitted online. No printed or emailed applications will be accepted.

Award Application Instructions

1. **Applicant and Press Release Information** – the first portion of the application must be completed online. No other cover pages should be included.

All items listed below should be saved as electronic files and uploaded to the online application form. Printed copies of the items below will not be accepted. Supported file types include .pdf, .doc, .txt, .jpg, .png, .gif, .tif, or .bmp.

2. **Narrative** – the narrative is limited to five 8 1/2" x 11" pages. The narrative must be typewritten and uploaded to the online application form. Use a font no smaller than 12 points. Multiple text formats are acceptable, including paragraphs, lists, and tables. The narrative must follow the outline specified as follows:
 - a. **Mentoring Philosophy** – a brief reflective statement (not to exceed one page) of your mentoring philosophy. (10%)
 - b. **Overview of Mentoring Situations** – a description of the specific situation(s) in which the mentoring activities took place (face-to-face meetings, observations, telephone calls, etc.). (20%)
 - c. **Examples of Effective Mentoring** – examples of how the mentor assisted the mentee(s) in one or more of the following categories: (50%)
 - i. **Instruction** - examples of how the mentor assisted the mentee(s) with effective classroom and laboratory instruction.
 - ii. **Experiential Learning** – examples of how the mentor assisted the mentee(s) with developing effective work-based learning experiences for students such as supervised agricultural experience programs, cooperative education, and internships.
 - iii. **Student Organizations** – examples of how the mentor assisted the mentee(s) with enhancing student leadership development through student organization activities, including FFA, PAS, and NYFEA For adult instruction situations, provide examples of how the mentor assisted the mentee(s) in enhancing the leadership development of program participants.
 - iv. **Partnerships** – examples of how the mentor assisted the mentee(s) in enhancing relationships with partners such as volunteers, school and community leaders, industry leaders, and others who have the capacity to support the agricultural education program.
 - v. **Marketing** – examples of how the mentor assisted the mentee(s) in marketing (or promoting) the local program to groups such as prospective students, parents, school administrators, and community leaders.
 - d. **Professional Growth** – examples of how the mentor stays professionally prepared and up to date in teaching techniques and technical content including information regarding participation in professional organizations such as NAAE and NAAE sponsored programs such as Communities of Practice. Additional information of how the mentor assists and encourages the mentee(s) may also be included. (20%)
3. **Letter of Reference** – two letters of reference should be uploaded to the online application form. Sources of the letters should be as follows: one letter from the applicant's direct supervisor (principal, Career Tech director, etc.) and one letter from a mentee of the

applicant. Letters of Reference should reference the mentoring characteristics of the applicant. (The letters of reference are not considered in the page limitations.)

- 4. Supporting Materials** – the supporting materials are limited to five 8 1/2” x 11” pages and saved in a format that can be uploaded to the online application. Supporting materials (such as photographs with captions, news articles, and other items) must be formatted to 8 1/2” x 11”. Evaluation of supporting materials will be included with the evaluation of the components of the narrative (2.a.-2.d. above)

Submission

All information and documents must be submitted via the online application form. [Click here to access the application](#). This form allows an applicant to edit after submission, provided the deadline has not passed.

Evaluation

The KAAE Professional Growth and Awards Committee will oversee the evaluation of all applications, including selecting individuals to serve as evaluators. Evaluation will take place during the State Paperwork Day held in April, or at a time set by KAAE leadership.

A rubric, which can be accessed by [clicking here](#), will be used in scoring all applications.

National-Level Participation

The state winner will be informed of their selection in April immediately after applications have been evaluated. The state winner will be Kentucky’s representative for the NAAE Teacher Mentor Award and will complete the NAAE application by May 15. More information can be found on [NAAE’s Awards and Professional Development Opportunities](#) page.

Questions about this award should be directed to kristan.wright@education.ky.gov