

**Characteristics of Effective Mentors and Interns**

Barry Sweeny, c. 2000

These characteristics are provided to facilitate conversations about how mentors and interns can plan to work as effective mentoring pairs. The point is NOT that each needs the complete set of these characteristics, for that is unlikely. Rather, the point is that the pair needs to know their strengths as individuals and AS A PAIR, and to plan how their differences can be used to promote their professional learning and effective work together.

<p><b>An effective MENTOR is:</b></p> <ol style="list-style-type: none"> <li>1. Willing to serve as a mentor and to be approachable</li> <li>2. Foresighted, anticipating problems and preparing solutions in advance</li> <li>3. An excellent role model of a professional educator</li> <li>4. Sensitive to the evolving developmental needs, feelings, and skills of others</li> <li>5. Candid, but also positive, patient, encouraging, and helpful</li> <li>6. Committed to the success of the intern</li> <li>7. Discrete, confidential, and astute in what is said and not said</li> <li>8. Nurturing, caring, and accepting</li> <li>9. A dedicated, enthusiastic, experienced, effective, and reflective Teacher</li> <li>10. Emotionally stable, trustworthy, reliable, and self-confident</li> <li>11. A continual learner, open to the views and feedback of others and a risk taker</li> <li>12. Team-oriented, who sees diversity as a strength</li> <li>13. Adept at balancing maintenance of relationships and accomplishment of tasks</li> <li>14. Knowledgeable about the organization and its culture, Mission, and values</li> <li>15. An effective listener and communicator</li> <li>16. Respected by others</li> <li>17. An effective leader and facilitator of both adults and students</li> <li>18. Able to articulate one's own decision making process and rationale for behaviors.</li> </ol>	<p><b>An effective INTERN is:</b></p> <ol style="list-style-type: none"> <li>1. Willing to approach the mentor and others for help</li> <li>2. Respectful of the other time commitments the mentor has made to her/his own teaching and other responsibilities</li> <li>3. Responsive to the role modeling of excellent educators</li> <li>4. Understanding of the developmental nature of learning to be an effective teacher</li> <li>5. Candid, but also positive, patient, and responsive</li> <li>6. Committed to the success of her/his students and mentor</li> <li>7. Discrete, confidential, and astute in what is said and not said</li> <li>8. Nurturing, caring, and accepting</li> <li>9. Actively seeking to become a dedicated, enthusiastic, effective, and reflective teacher</li> <li>10. Emotionally stable, trustworthy, reliable, and self-confident</li> <li>11. Team-oriented, who sees diversity as a strength</li> <li>12. Adept at balancing maintenance of relationships and accomplishment of tasks</li> <li>13. Actively seeking to understand the organization and its culture, mission, and values</li> <li>14. An effective listener and communicator</li> <li>15. Respectful of others' diverse experiences, views, and styles</li> <li>16. Responsive to the experience and leadership of her/his colleagues</li> <li>17. Actively learning to articulate one's own decision making process and rationale for behaviors.</li> </ol>
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