

Mentor Commitment Form

Candidate Name _____ **Mentor Name** _____

Institution & Departmental Unit _____

Higher Education Departmental Unit Commitment: Educational Leadership Programs at KSU prepare dynamic, high-performing student affairs professionals and higher education leaders to serve in ever-changing higher education institutional contexts. Graduates will be successful in any higher education institution and be equipped with timely knowledge, and expert insight to help them navigate the current times. To ensure acquisition of the needed knowledge and skills, field experiences are a part of each course. Additionally, an intense practicum provides for syntheses of programmatic learning. Candidates accepted into Higher Education and Student Affairs concentration in Educational Leadership must obtain a commitment from a higher education departmental unit to provide experiences as outlined within the mentor agreement on the application form.

Mentor Commitment: The Department of Educational Leadership at KSU is committed to providing genuine experiences leading, facilitating, and making decisions characteristic of higher education leaders and student affairs professionals. Each candidate is required to obtain agreement from a practicing student affairs administrator or higher education leader who will oversee their on-site experiences and to mentor their leadership development. The mentor agrees to function as part of a learning team with the candidate and university faculty. University faculty will collaborate with the candidate and mentor in planning appropriate experiences and evaluating development. The mentor will oversee the day-to-day performance of the candidate.

Role of the Mentor:

- Provide a wide range of experiences (the candidate needs to experience a range of administrative functions, become acquainted with all facets of leadership, be able to observe and work with higher education/student affairs leaders in a variety of situations).
- Provide duties of increasing responsibility (assign responsibilities which contribute to the ongoing programmatic development in a higher education departmental unit, with increasing duties as time passes and skills increase).
- Assign and monitor a leadership development project (major responsibility for an improvement project that will make a contribution to the department or unit through leadership activities).
- Meet regularly with the candidate and provide feedback on progress (provide specific directions/tasks/requirements to improve leadership ability in the area(s) of need).
- Meet with the university faculty member responsible for the candidate's supervision (the candidate is working as part of a team with the university faculty and the mentor. Open and frequent communication among the parties is essential to optimum candidate development).

TO BE COMPLETED BY REFERENCE WHO WILL ASSIGN/MENTOR/CO-SUPERVISE CANDIDATE'S FIELD WORK

The candidate above will be assigned an area of responsibility related to improving processes and functions in a department or unit in a higher education department or unit. This assignment will require the candidate to complete specific responsibilities for which they will receive academic credit. By signing this form, I accept the responsibility of serving as a mentor to the above named candidate.

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| Printed Name | Signature | Date |
| University or College Name | Position Title | |

Please return to the candidate to be included with their application materials.