Section 8

Building Trust with Your Intern

Clear expectations, positive tone, useful feedback and exhibiting concern for the student teacher are necessary in establishing a meaningful working relationship with the intern. Taking a proactive approach with your intern by being upfront and specific with your expectations will establish clear guidelines from which to build a trusting relationship. Addressing the expectations below with your mentee during your initial conference will begin the process of a meaningful professional relationship. These expectations should be reinforced during the Professional Development School experience.

**List of Behavior Clarifying Mentor Teacher Expectations**

* + Attendance
	+ Attention to detail
	+ Attitude toward students
	+ Attitude toward supervision
	+ Attitude toward teaching
	+ Copy machine etiquette
	+ Communicating with parents
	+ Completing tasks on time
	+ Content knowledge
	+ Dress for student teaching
	+ Enthusiasm for teaching
	+ Evaluating student work
	+ Following procedures developed by cooperating teacher
	+ Planning effectively
	+ Projecting confidence to students (amount of confidence)
	+ Punctuality (starting time)
	+ Supervision responsibilities
	+ Outside activities (clubs, coaching, work, social life)
	+ Quality of written work
	+ Relations with administration
	+ Relations with faculty/staff
	+ Relations with students
	+ Student-centered approach to teaching
	+ Turning in lesson plans (who/where)
	+ What to do when absent

Adapted from “Working with Student Teachers—Getting and Giving the Best” Michael A. Morehead, Lawrence Lyman, and Harvey C. Foyle. A Scarecrow Education Book, 2003.