Welcome To Our World

Effective Faculty Orientation & Mentoring

Meera Shah | Peter Gow

SAIS Annual Conference 2023

Today

- Who's Here?
- An Analogy & Framework for Engagement
- Hiring & Early Support
- New Faculty Orientation
- Year-Long Support
- Reflect & Close

WELCOME TO OUR WORLD—EFFECTIVE FACULTY ORIENTATION & MENTORING

SAIS Annual Conference | Atlanta GA | October 2023

Phase	HIRING & EARLY SUPPORT *(Pre-Flight Planning, Checks, and Boarding)*	NEW FACULTY ORIENTATION *(Takeoff and In-Flight Guidance)*	YEARLONG SUPPORT *(Mid-Flight Adjustments and Landing)*
Timeline	**Spring into Summer**	**August**	**Full Year (or Two!)**
Goals / Objectives / Priorities	• Develop or refine internal clarity on your school's values and aspirations. Clearly communicate the school's values, mission, and culture to the community, including potential candidates. • Work with HR to ensure your hiring practices are inclusive and robust. • Identify and attract candidates who have the necessary skills and qualifications *and* could also fit well with and contribute to the school's culture. Diversify where we look for talent. Select candidates who can advance the vision. • Provide relocation support (logistical and/or cultural) to welcome the hire to a new place. They are adjusting to more than the job. • Begin building relationships and trust by providing necessary support, information, curricular materials and expectations, technology/account access, and resources to new hires during the summer. Where possible, offer early and flexible access.	• Begin integrating new hires into the school community by fostering relationships with current staff, students, and families. Focus on the "core" relationships (mentor, supervisor, teaching team, advisees, students on the roster, etc.). • Create and deliver training and orientation programs that acquaint new hires with their role, curriculum, culture, and operations and that familiarize them with the school's community, routines, facilities, technology, resources, and policies. • Focus on building belonging, psychological safety, and excitement being a member of the community and contributing to the school vision (in addition to the orientation nuts and bolts). • Model the school's best practices for learning and teaching via the program design.	• Provide professional development opportunities aligned with school values and strategic priorities and with teachers' needs and interests. • Foster a supportive and collaborative environment that helps new teachers feel valued, useful, and motivated. Focus on belonging. • Establish a structured mentoring program (with trained mentors and allocated resources) focused on open communication and feedback to help new teachers adapt to the school's culture and to support their professional growth. • Regularly monitor and assess the performance of new teachers to identify areas of improvement and provide constructive feedback. • Adjust new hires' first-year workload to account for the "load" of being new.
Questions	○ How are we communicating our school's values and culture as well as clarity about the role itself during the hiring process? ○ How can we improve our recruiting and hiring strategy to attract a range of candidates who can bring experiences to advance our vision? ○ What supports can we put in place over the summer to make the transition(s) easier for new hires? What doesn't have to wait until August? ○ What systems are in place to ensure new hires receive timely, clear, and effective communication over the summer? ○ What are the three things teachers/you wish every new hire had, knew, felt, or understood *before* beginning their time on campus?	○ How are we helping new hires understand their roles and the school's expectations? ○ What activities or structures are we using to foster relationships between new hires and the existing school community? ○ How can we make our orientation program more effective and engaging for new hires? ○ What can we learn from our student orientation programming to inform our faculty orientation programming? ○ How are we differentiating our orientation programming to our range of new hires? ○ What are three phrases we'd like new hires to say after their orientation?	○ How are we tailoring professional development to match the needs of our new hires? ○ What systems are in place to ensure open communication and ongoing support for new teachers? ○ What should the ideal mentorship program look like in our school setting, and how can we implement it? ○ In what ways do we treat teachers differently based on their experience at the school? ○ What would you like to tell candidates in the recruiting process about how you support new hires toward thriving in your school?
Quick Assessment of Current Practices Reflect on the list above. Note priority items here.	*Current Strengths:* / *Missing/Opportunities:*	*Current Strengths:* / *Missing/Opportunities:*	*Current Strengths:*
Ideas & Next Steps			

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www.treyeducation.co

https://www.treyeducation.com/sais-annual-23

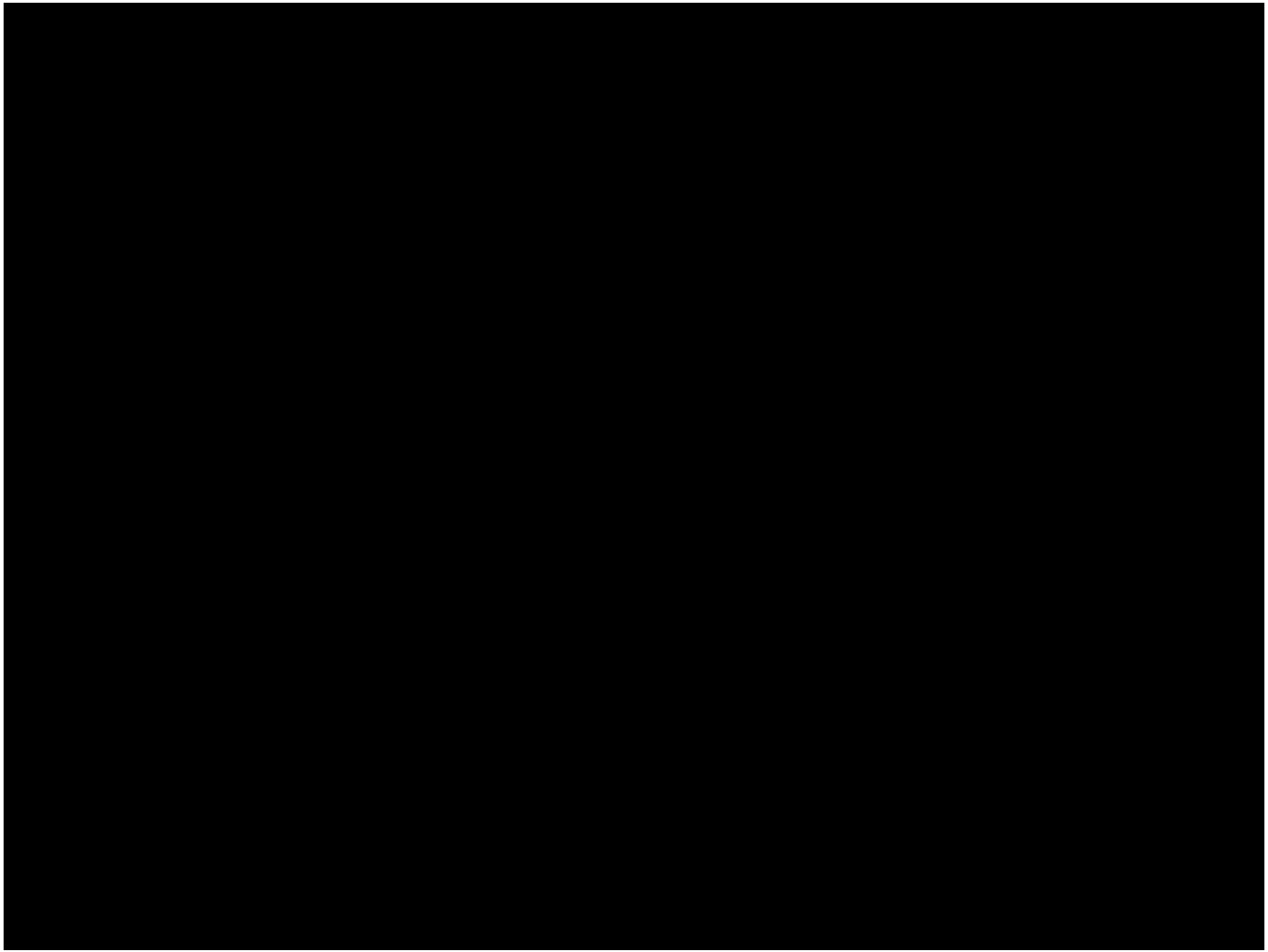
Your Guides

Peter Gow

Advanced Independent Curriculum

Meera Shah

TREY EDUCATION



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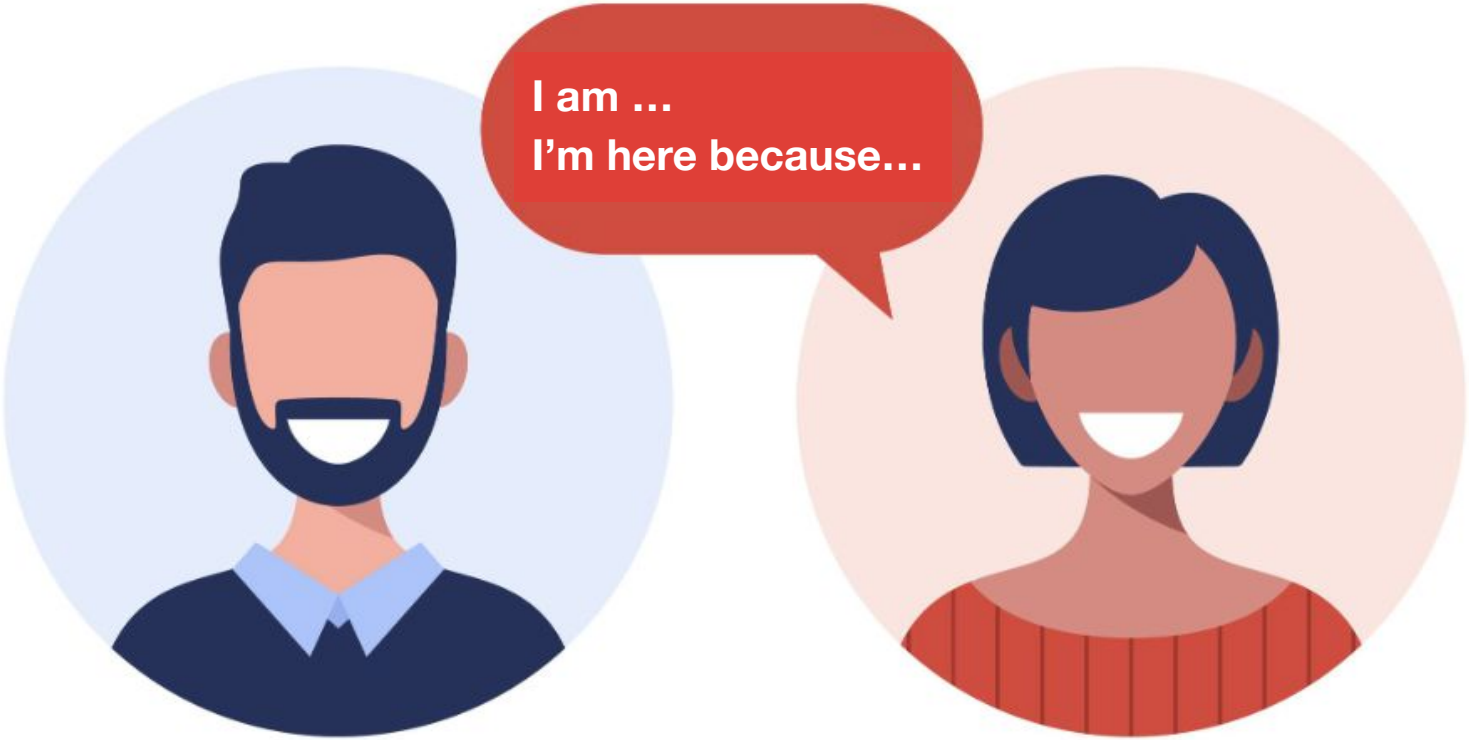

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An Analogy

An Analogy

HIRING & EARLY SUPPORT

Spring & Summer

Pre-Flight Planning, Checks, and Boarding

NEW FACULTY ORIENTATION

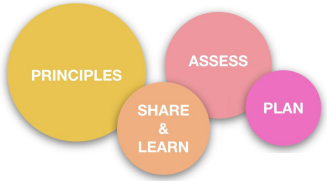
August

Takeoff and In-Flight Guidance

YEARLONG SUPPORT

Full Year (or Two!)

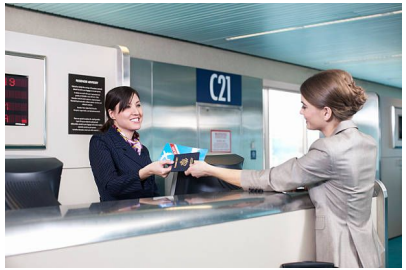
Mid-Flight Adjustments and Landing

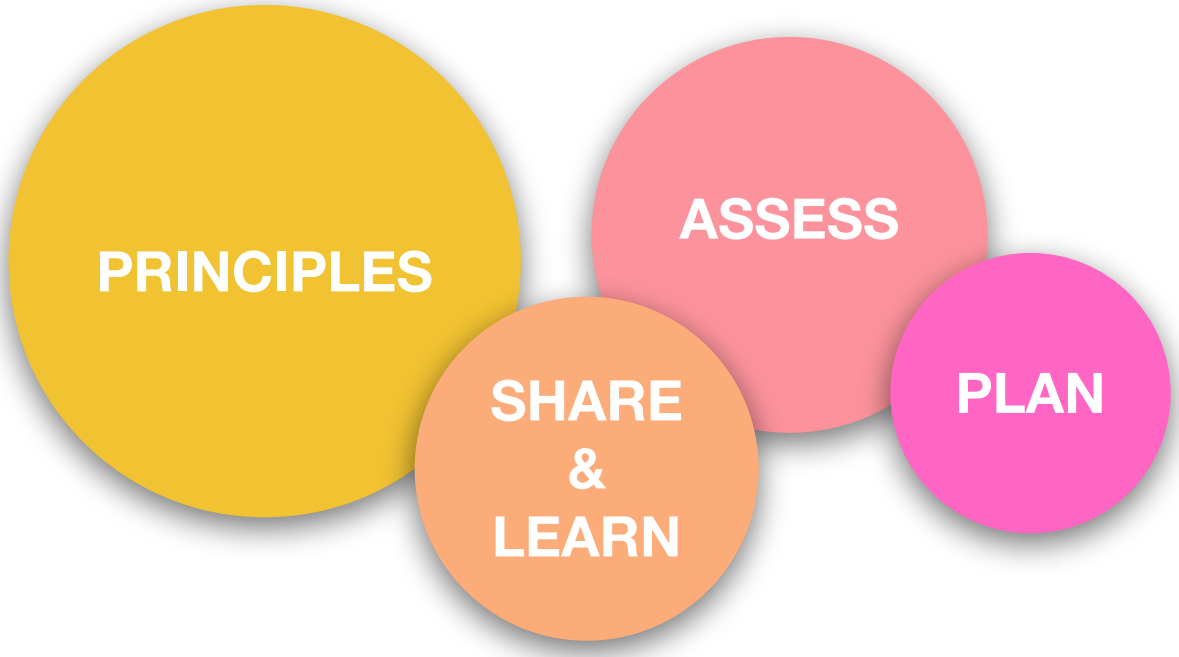


How do you know you've arrived?

Hiring and Early Support

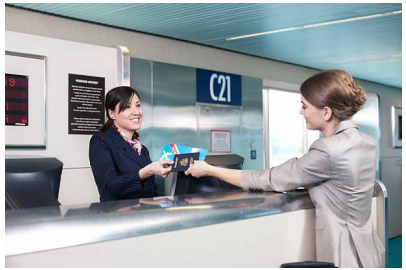
Pre-Flight Planning, Checks, and Boarding





Hiring and Early Support

Pre-Flight Planning, Checks, and Boarding

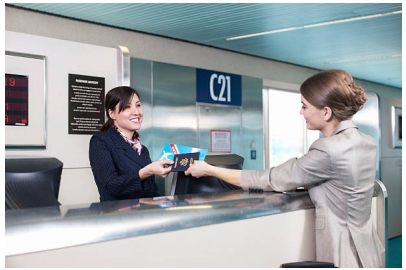


PRINCIPLES

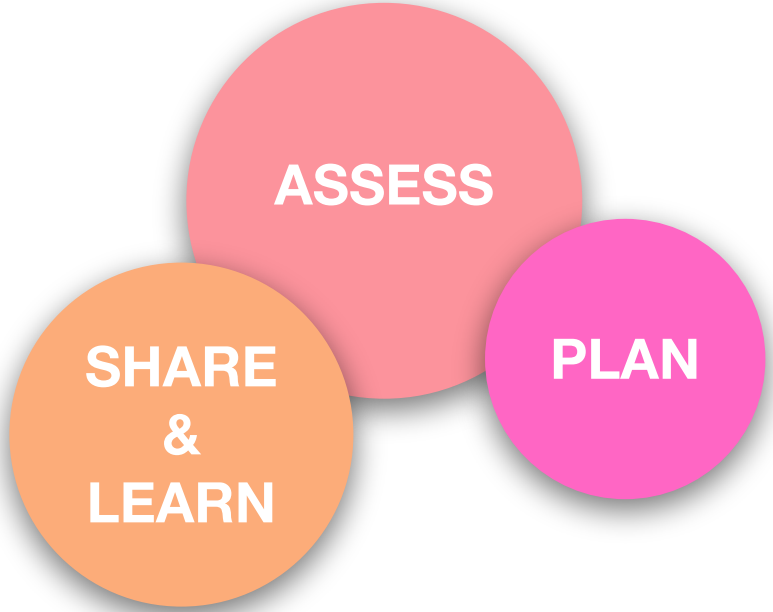
- Clarify and communicate school vision, values, and culture.
- Develop hiring practices that are inclusive and robust.
- Focus on candidate qualifications as well as vision alignment and potential contribution.
- Consider *all* the transitions a new hire must make; support accordingly.
- Offer early and flexible access to necessary support, information, curricular materials and expectations, technology/account access, and resources to new hires during the summer.

Hiring and Early Support

Pre-Flight Planning, Checks, and Boarding

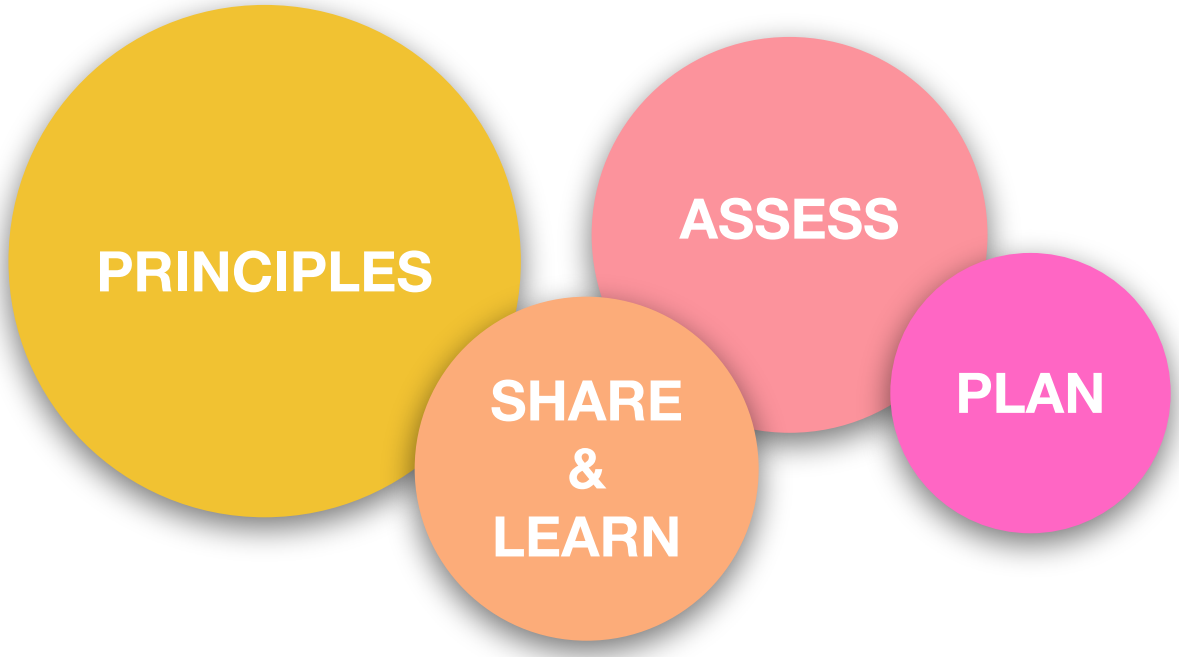


What are the three things teachers/you wish every new hire had, knew, felt, or understood *before* beginning their time on campus?



New Faculty Orientation

Takeoff and In-Flight Guidance



New Faculty Orientation

Takeoff and In-Flight Guidance

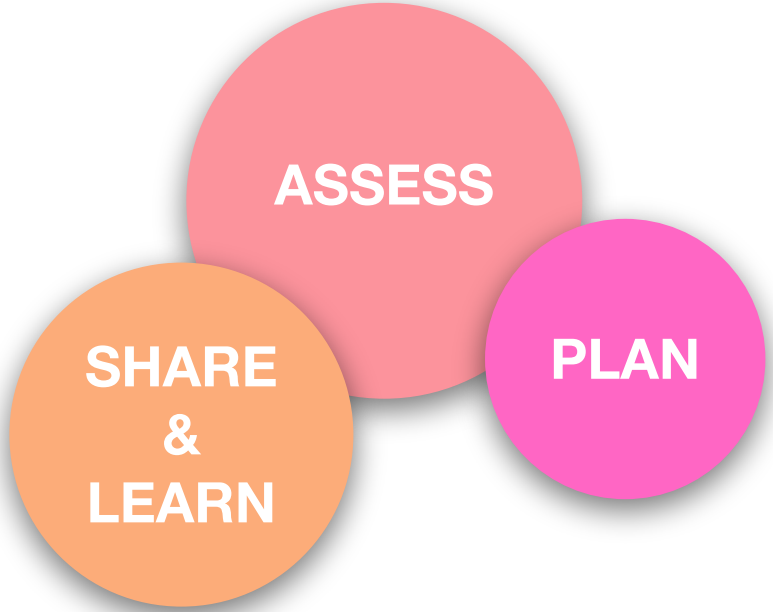
PRINCIPLES

- Focus on belonging and key relationships.
- Spend time to ensure new hires have mastery on the essential aspects of… their role, curriculum, and classroom; school culture, operations, and community, routines, facilities, and policies; key technology and resources.
- Don’t cover everything; prioritize that which sets the person up for success.
- Model the school’s best practices for learning and teaching as you meet the needs of new (unique) hires.

New Faculty Orientation

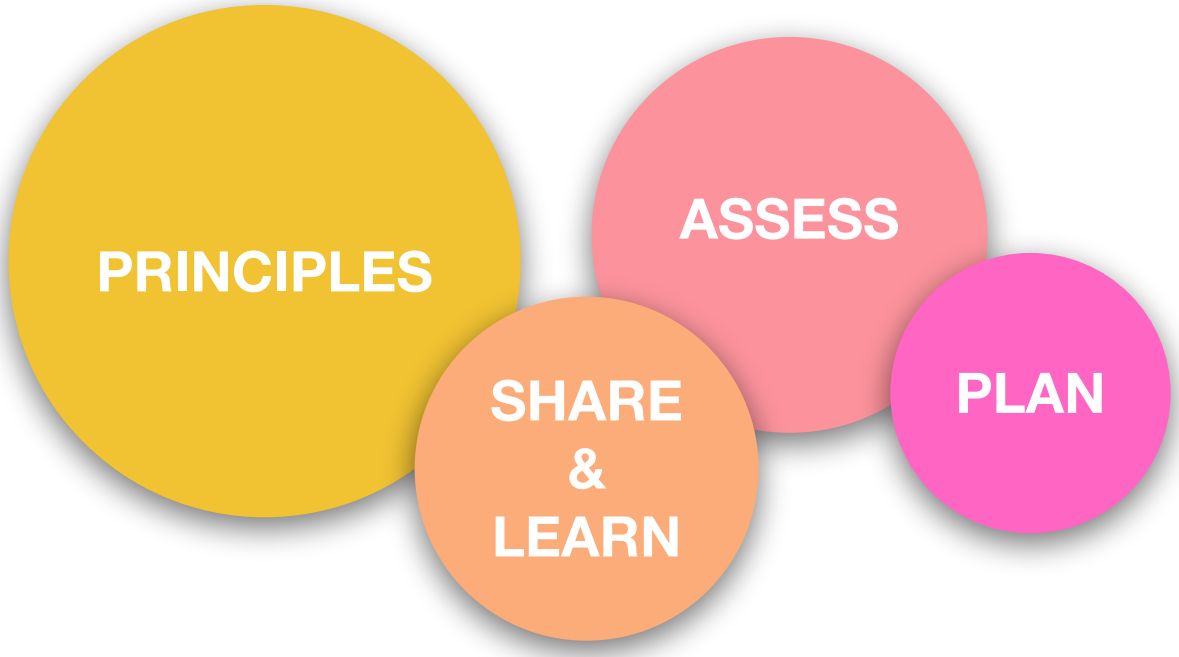
Takeoff and In-Flight Guidance

What are three phrases we'd like new hires to say after their orientation?



Year-Long Support

Mid-Flight Adjustments and Landing



Year-Long Support

Mid-Flight Adjustments and Landing

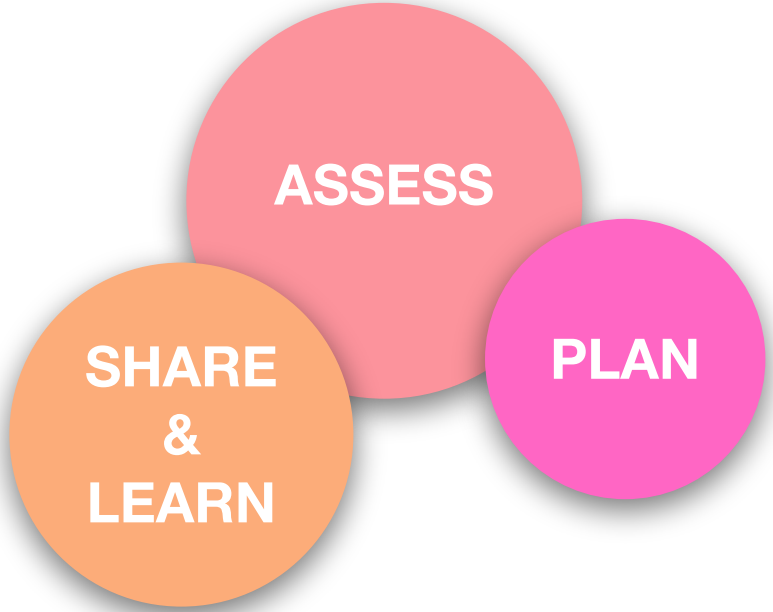
PRINCIPLES

- Establish a structured mentoring program (with trained mentors and allocated resources).
- Adjust new hires' first-year workload.
- Foster a supportive and collaborative environment that helps new teachers feel valued, useful, and motivated.
- Keep close tabs on how new hires are doing and what they need throughout the year.
- Be proactive *and* responsive.

Year-Long Support

Mid-Flight Adjustments and Landing

What would you like to tell candidates in the recruiting process about how you support new hires toward thriving in your school?



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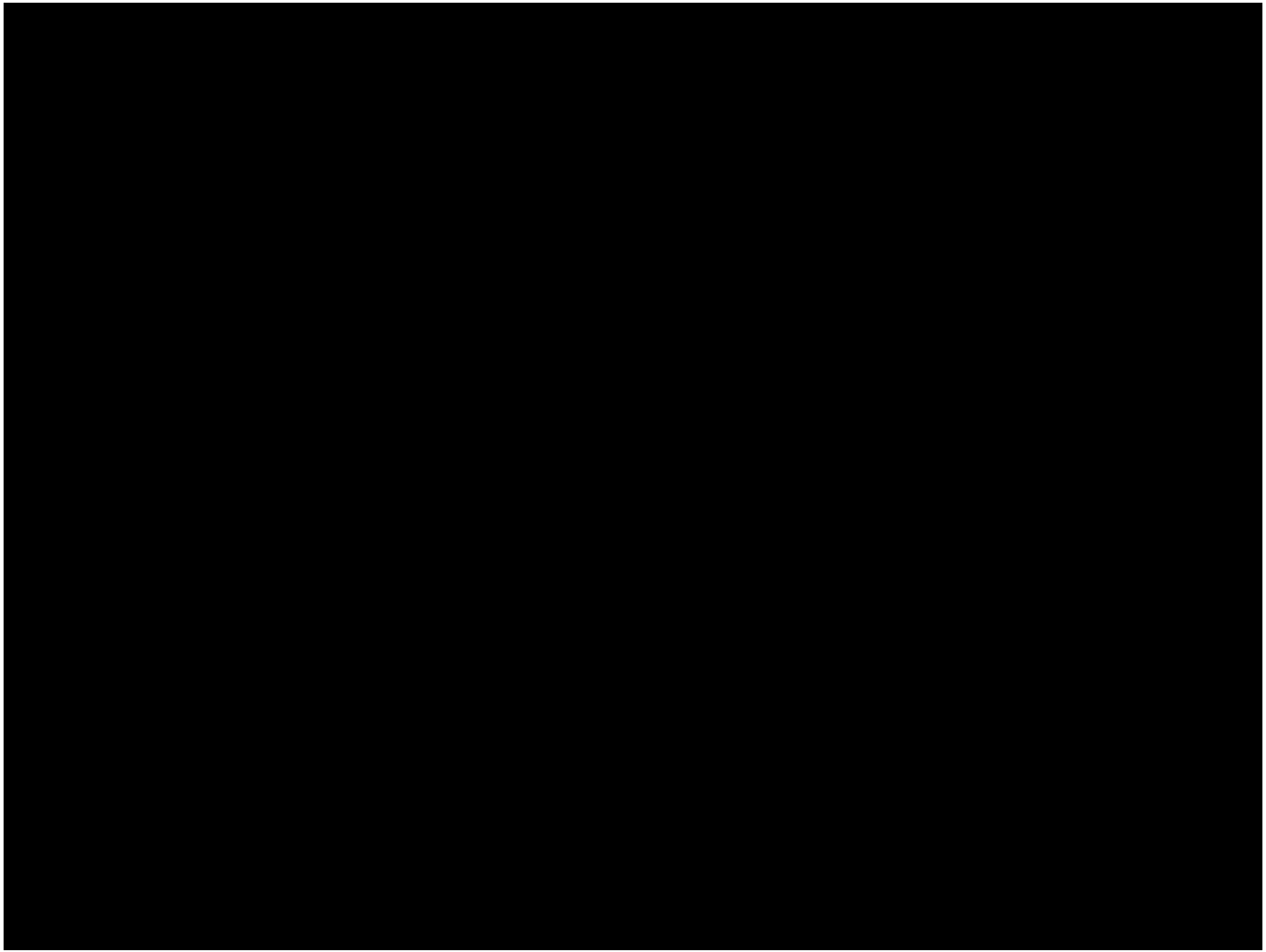


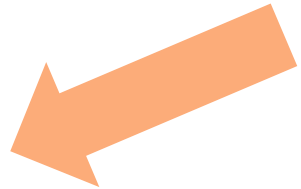
Annual Conference

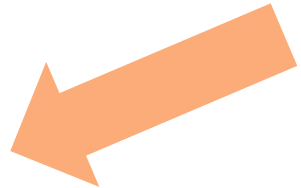
October 22-24 | Atlanta, GA

SAIS
SERVING & ACCREDITING INDEPENDENT SCHOOLS

Welcome to Our World: *Effective Faculty Orientation & Mentoring*

SAIS Annual 2023





1 Download Session Goodies

- Grab a pdf of the slides from the session!
- Synthesize your thinking with the graphic organizer!

2 Explore Selected Session Resources

- A Teacher's Guide to Life and Work (adaptable template)
- Sample Orientation Schedule (adaptable template)
- Questions for Onboarding
- An Admirable Faculty: Recruiting, Hiring, Training, and Retaining the Best Independent School Teachers (eBook)

Reflect & Close

- 3 Takeaways
- 2 Actions
- 1 Connection

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