

6.3 Veteran Practitioner Training Material

**California State University, Fresno
Educational Leadership and Administration Program
Administrative Preparation Program - Preliminary Administrative Services Credential
(PASC)**

PASC Field Mentor

Purpose:

In a collaborative partnership between Fresno State's Preliminary Administrative Services preparation program and district leadership, the in-the field administrator mentor provides guidance, assistance, and feedback regarding the work of the candidate in the administrative preparation program.

Qualifications:

- Holds an administrative credential
- Currently serves as a principal or has recently served as a principal
- Assignment as a Preliminary Administrative Services Credential (PASC) Mentor is supported by administration of the district/organization

Role of the Field Mentor:

- Provide real world connections of the candidate's program learning to the role of the today's principal.
- Provide context to current issues in the district/organization.
- Enhance candidate learning through mentor's personal experience.
- Ask clarifying and probing questions to deepen candidate learning specific to the focus.
- Provide effective feedback and guidance.

Responsibility of the Candidate:

- Establish a conversation date/time with approved PASC Field Mentor within one week after completion of courses: EAD 272, EAD 263, & EAD 262, and during EAD 269 (final course).
- Engage in a conversation with PASC Field Mentor within one week after the completion of each set of courses (EAD 261 & EAD 272), (EAD 280T & EAD 263), (EAD 274 & EAD 262) and final course (EAD 269), and share key learnings and content knowledge and skills developed as a result of active participation and work completed in the set of courses.

- Produce a written **Summary of the Conversation and Reflection** (real world connections, application to the role of the principal, new learning perspectives, prompted to learn more about – need, and feedback and guidance of greatest value and why).
- **Upload** written **Summary of the Conversation and Reflection** by the instructor designated date to both the Pathbrite Course (EAD 280T, EAD 274 or EAD 269) and the Program Portfolio.

Responsibility of the PASC Field Mentor:

- Collaborate with Fresno State preparation program leads. If you have any questions, please contact Dr. Linda Hauser by email (lhauser@csufresno.edu) or phone 559-824-2109.
- Engage in a conversation (in-person, electronically, or by phone) with the candidate at least once a semester and at the end of the final course.
 - Candidate will share key learnings and content knowledge and skills developed as a result of active participation and work in their courses. PASC Field Mentor will guide and assist candidate in deepening knowledge and skill by: (a) providing real world connections of the candidate's course learnings to the role of today's principal, (b) providing context to current issues in the district/organization, (c) enhancing candidate learning through the field mentor's personal experience, (d) asking clarifying and probing questions to deepen candidate learning in the specific focus areas, and (e) providing honest, effective feedback about the candidate's work.