



Fremont Union High School District

Position: New Teacher Mentor

Department/Site:	FUHSD	Compensation:	Based on Salary Sched. Placement
Reports to/ Evaluated by:	Director of Leadership Development		

Summary of Basic Functions & Responsibilities

A New Teacher Mentor provides assistance to Participating Teachers in meeting the CA State Induction Standards and in advancing their skills and knowledge of the California Standards for the Teaching Profession through classroom observation and coaching. The Mentors also provide mentoring and support to interns, veteran teachers new to the district, site transfers, and some long-term substitutes. In addition, New Teacher Mentors design and present professional development in a variety of school-based and district-wide contexts, including 1:1 coaching for veteran teachers and other leaders.

Essential Duties & Responsibilities

A Teacher in this role will:

- Manage a caseload of 15-20 teachers
- Guide Participating Teachers through the State Induction process
- Work with other district leaders to develop and implement the district's offerings of professional development programs.
- Continually engage in professional development and training.

Qualifications

Experience: six years teaching experience and permanent status in FUHSD

- Commitment to the FUHSD Belief Statements about Teaching and Learning
- Experience with 1:1 coaching in a classroom or other professional setting.
- Experience in leading professional collaborations focused on classroom practice and improving student learning
- Knowledge of the characteristics of effective professional development
- Experience developing and leading professional development workshops (desired)

Education, Licenses & Certificates:

- **California Credential:** A Clear California Single-Subject teaching credential
- **Education:** BA or BS degree
- Valid California Driving License

New Teacher Mentor Job Description

Approved by FUHSD School Board on 01-13-2026

Working Conditions:

- Environment: Indoor, classroom setting. Work is performed in a classroom with continuing disruptions and distractions requiring pausing and restarting often to work with students and other staff members
- Driving between sites is required

Physical Abilities:

- Must be able to function in a school environment
- Requires auditory ability to carry on conversations in person