

HTAV PEER MENTORING PROGRAM

Mentee Guidelines



HTAV strives to improve the quality of History teaching and support its members to flourish through professional learning, networking and peer mentoring. With this in mind, the **HTAV Peer Mentoring Program** aims to bring together History teachers at all levels in their professional careers to create a community of support and expertise.

WHAT IS THE PEER MENTORING PROGRAM?

The program enables History teachers to meet, talk and share experiences in a casual setting. Mentors offer 6-8 hours of support throughout the year at times that suit you both. Mentoring can be a coffee meeting, Zoom, drinks after a conference, email or phone call. If you need assistance at a particular time of the year, you may prefer to use the 6-8 hours of support during that critical time if your mentor is available. Alternatively, you can spread the communications throughout the year. Assistance beyond the 6-8 hours are not expected but can be negotiated between the mentor and mentee.

Applications for the program will be accepted during Term 1 with application forms made available on the HTAV website. Mentees will be paired with their mentors in Term 2, or when an appropriate mentor is available. Throughout the year, HTAV will seek feedback on both mentee and mentor experiences. Participants will receive a certificate to use as evidence for Australian Professional Standards for Teachers, Standards 6.2: Engage in Professional Learning and 6.3: Engage with colleagues and improve practice.

WHY IS THIS PROGRAM FOR YOU?

We all seek advice from others in some capacity – a quick question in the staffroom, a chat at a conference or tossing a question to a social media group. But perhaps you are a History teacher looking for some guidance in your professional life in a more formal capacity?

Joining the program as a mentee will allow you to gain valuable insight into your History teaching practice, form professional networks and develop your skills. You will also receive professional support and feedback to help further your career as a teacher.

'The program has exceeded all of my expectations and I know I'm a better educator for it.'

GUIDELINES

Mentors can provide encouragement and support. Mentees can seek general advice on developing appropriate assessment tasks, delivering course content, planning their year and helping students prepare for assessment tasks.

Here are some examples of questions you may have for your mentor:

Can you please check my SAC? I'm not sure if it meets requirements.

How can I differentiate my content delivery for students looking to stretch their capacities or who are struggling?

What are the best sources to improve my own content knowledge?

How can I help my students prepare for SACS and exams?

I feel overwhelmed by work demands. What advice can you give me?

Mentors are not expected to:

- take responsibility for your class
- be available on call
- observe your teaching
- create SACS for you
- know your school VCE policy
- cross mark your SACS (unless they offer, and you both establish a formal arrangement)
- share lesson plans and classroom resources unless they choose to do so to illustrate a particular approach or skill.

**VISIT THE
HTAV WEBSITE
TO APPLY**

HAVE QUESTIONS ABOUT THE CURRICULUM?

Queries regarding the Victorian curriculum should always be confirmed with the Victorian Curriculum Assessment Authority. Your best point of contact is Adam Brodie-McKenzie, Curriculum Manager (History and Civics) at adam.brodie-mckenzie@education.vic.gov.au.

LOOKING FOR SUBJECT CONTENT SUPPORT?

Participants may also find the Teacher Networks helpful. Details are available on the HTAV website in the Member Centre.

2025 MENTEE APPLICATION FORM

Please submit your completed application to Michelle Pitcher,
HTAV Membership and Events Officer at m.pitcher@htav.asn.au.

YOUR INFORMATION

NAME:

SCHOOL:

POSITION:

EMAIL:

PHONE:

NO. OF YEARS' EXPERIENCE IN HISTORY EDUCATION:

THE SUBJECT, TOPIC OR YEAR LEVEL I WOULD LIKE TO BE MENTORED IN IS (PLEASE TICK):

YEARS 3/4	YEARS 5/6	YEARS 7/8	YEARS 9/10
YEAR 11:	MODERN HISTORY	EMPIRES	ANCIENT HISTORY
YEAR 12:	REVOLUTIONS	AUSTRALIAN HISTORY	ANCIENT HISTORY
PLEASE SPECIFY SUBJECTS/UNITS:			
LEADERSHIP	RESOURCES	LITERACY	DIFFERENTIATION

OTHER:

PLEASE PROVIDE A BRIEF BIOGRAPHY BELOW, DETAILING YOUR EXPERIENCE IN HISTORY EDUCATION AND YOUR REASONS FOR WANTING A MENTOR:

PREVIOUS YEARS IN WHICH YOU HAVE BEEN AN HTAV MENTEE (IF ANY):

SIGNATURE: _____

DATE:

Please tick that you understand and agree to the following.

To be a mentee, you must:

be an HTAV member for the program year (any category) to participate

provide details about yourself and your mentoring needs. These details will be shared with the prospective mentor

be prepared to meet/correspond outside of standard work hours, if necessary

provide an active Working with Children Check or VIT registration if visiting another school

have read the Mentee Guidelines

HTAV mentors and mentees are expected to conduct themselves in a polite, courteous and professional manner at all times. Should there be any difficulties, please contact HTAV.