**Iowa School Business Management Academy Mentoring Program –**

**Mentor Application**

Requirements to be a Mentor:

* Graduate of the Iowa School Business Management Academy
* Committed to be a mentor for at least one year
* Considered by peers to be knowledgeable in the field
* Sets high standards for self
* Enjoys and is enthusiastic about the field of school business management
* Holds a standard authorization

Expectations for the Mentor:

* Establish and maintain weekly contact with your mentee
* Develop a positive, professional, supportive relationship with your mentee
* Develop and sustain a plan on how you will work with your mentee over the course of the year
* Support your mentee as they work

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Name: Click here to enter text. District: Click here to enter text.

Phone Number: Click here to enter text. Email: Click here to enter text.

Title: Click here to enter text.

Are you a graduate of the Iowa School Business Management Academy :Choose an item.

Do you have your standard SBO authorization: Choose an item.

Number of years in current position:Choose an item.

Number of years as a school business official:Choose an item.

District enrollment:Click here to enter text.

AEA:Choose an item. Athletic Conference:Click here to enter text.

Does your district use MACs or PCs:Choose an item.

Payroll/HR software using:Click here to enter text. Financial software using:Click here to enter text.

Do you supervise others? Choose an item. How many?Click here to enter text.

How many members are on your board?Click here to enter text.

How many years has your superintendent been in the district?Click here to enter text.

Do you share staff or services with another district? Choose an item.

If yes, what?Click here to enter text.

Current duties include: (check all that apply)

Accounting Accounts Payable Board Secretary Board Treasurer

Budgeting Certified Enrollment Employee Benefits Human Resources

Negotiations Payroll State Reporting

Superintendent Secretary Support Services (Transportation, Food Svc. Ins.)

Questions/Comments:Click here to enter text.