

Instructor Trainee Mentoring Completion Form

(Must be submitted with Instructor Application Form to Division Supervisor)

Program Name: (Avalanche (1 or 2), ID, MTR, Nordic, OEC, OET, PES, etc.):			Application Date:			
Trainee Name		NSP #	Division	Region	Patrol	
Address			City	State	Zip Code	
Email		Home Phone	Cell Phone	ID Class Date	ID Class #	
					#	
Mentor Name		NSP #	Phone	Email		
Date:		Reviewed NSP Mentoring Guide	Date:		Observation of experienced Instructor (if needed)	
Date:		Initial mentoring meeting with Trainee	Date:		Pre-observation conference with Mentor	
Mentor Observation of Trainee (minimum of two)		Topic			Successful	Unsuccessful
Date:					<input type="checkbox"/>	<input type="checkbox"/>
Date:					<input type="checkbox"/>	<input type="checkbox"/>
Date:					<input type="checkbox"/>	<input type="checkbox"/>
Post-observation Conference with Trainee		Recommend:	<input type="checkbox"/> Forward to IT for observation <input type="checkbox"/> Needs further mentoring			
Date:		Comments*:				
IT Name		NSP #	Phone	Email		
<small>The IT performing the evaluation of the Trainee should be from the same discipline. Other arrangements may be made if this is not feasible for the circumstances. (see NSP P&P 4.4.3)</small>						
IT Observation of Trainee		Topic			Successful	Unsuccessful
Date:					<input type="checkbox"/>	<input type="checkbox"/>
Date:					<input type="checkbox"/>	<input type="checkbox"/>
Post-Observation conference with Mentor and Trainee		Recommend:	<input type="checkbox"/> Instructor Appointment <input type="checkbox"/> Further mentoring/observation			
Date:		Comments*:				
Date:		Mentor Signature:				
Date:		Trainee Signature:				
Date:		IT Signature:				
Division Program Supervisor or Regional Administrator Approval/Concurrence						
As the _____ Program Supervisor/Regional Administrator for the _____ Division, I approve the instructor appointment of the intern for the education program indicated above.						
Division Supervisor Name		NSP #	Phone	Email		
Date:		Supervisor Signature:				

*The back of this form may be used for additional comments.