



MENTOR APPLICATION

2007 2008

a partnership between
California's Coalition for
Adequate School Housing (C.A.S.H.)
and
The Fiscal Crisis and Management
Assistance Team (FCMAT)

For more information, contact:
C.A.S.H. School Facilities Leadership Academy
1130 K Street, Suite 210
Sacramento, California 95814
(916) 448-8577 phone
(916) 448-7495 fax
www.cashnet.org

PURPOSE

California's current investment in public school facilities represents an acknowledgment of the key role buildings play in education as well as an enormous ongoing challenge in management and maintenance. And a projected \$25 billion in new facility construction and modernization over the next decade – while providing an extraordinary opportunity – just adds to the complexity facing the educators who are responsible for the state's physical plant.

To fulfill the trust of California's taxpayers and to meet the expectations of the state's parents, teachers, and students, the C.A.S.H. School Facilities Leadership Academy was established to give tomorrow's school facilities leaders the opportunity to learn from today's experts. The program's instructors are the unquestioned authorities on the subjects they teach. The program itself was designed and implemented by C.A.S.H. – the state's preeminent school facility organization, representing more than 1,500 school districts, architects, construction management firms, consultants and other school facility professionals. The scope of what needs to be learned is daunting, ranging from project bidding and construction management, to facility maintenance and repair, to school board and public relations. This knowledge must be fully understood not just conceptually, but practically, as well. The stakes involved in school facility administration are enormous. Graduates of the C.A.S.H. School Facilities Leadership Academy will be prepared to deliver exceptional services in school facilities management.

The C.A.S.H. School Facilities Leadership Academy is a collaborative effort between California's Coalition for Adequate School Housing (C.A.S.H.) and the Fiscal Crisis and Management Assistance Team (FCMAT). The leadership and members of C.A.S.H. are recognized for their expertise and talent in addressing school facility issues facing California's school districts. FCMAT, as an independent state agency, has earned a statewide reputation for successful assistance in monitoring and maintaining the fiscal health of California's school districts. C.A.S.H. and FCMAT are committed to the training and professional development of the graduates who will take their places among California school districts to provide extraordinary leadership and stewardship of public school resources.

PROGRAM

This year-long, intensive program provides professional training to current and future school district facility leaders in areas including modernization, new construction and maintenance of the community's public schools. The Academy begins with an institute in August 2007. Thereafter, classes are held on Friday afternoons and Saturdays, generally once a month. All classes are held at a location to be determined in close proximity to the Sacramento International Airport. The second cohort of the Academy will receive their diplomas during a graduation ceremony in June, 2008.

Key to the success of the program are the relationships that will develop between the Academy participants and their individual mentors, who help to shape the professional lives for the students. This ongoing relationship, and the mentor's knowledge and experience, complete the participant's professional training. The time commitment expected of mentors is significant, but the relationships created have a lasting effect on the life and career of the graduates and offers the mentors the rare opportunity to change the landscape of school district facility leadership.

We encourage you to review the attached list of qualifications and apply to be a mentor. The time you commit to being a mentor is vital to preparing the next generation of school facility leaders.

Sincerely,

Ted Rozzi, Chair

Coalition for Adequate School Housing (C.A.S.H.)

Joel Montero, Chief Executive Officer

Fiscal Crisis and Management Assistance Team (FCMAT)

RESPONSIBILITIES

Training Sessions:

Dates and times are subject to change.

- August 8, 2007 Academy Opening Lunch and Mentor Training
- February, 2008 Mid-Year Evaluation
- June, 2008 Graduation Ceremony

General Responsibilities:

- Provide guidance and support to participant via email, phone, fax, or in person
- Contact via email with the Academy Director regarding participant's progress
- Monitor classroom-assigned projects and assist with evaluating performance, as requested by Academy faculty
- Complete monthly assignment checklist
- Complete School Facilities Leadership Academy Assessment Instrument

Participate in the following evaluation processes:

- Provide objective evaluation of participant's progress
- Participate in joint evaluation of the process between mentor and participant
- Provide the School Facilities Leadership Academy Steering Committee with feedback regarding strengths and weaknesses of the identified curriculum strands
- Assess the participant to determine strengths and identify areas for future growth
- Provide objective assessment data to the Steering Committee regarding the overall effectiveness of the School Facilities Leadership Academy

Expenses:

- Mentors will be reimbursed for travel, lodging and related expenses for the August and June sessions only.

QUALIFICATIONS

- Current or recent position of accountability for a public school district's facility program
- Experience as a Director of Facilities or Assistant/Deputy Superintendent for related facility program services
- Hands-on leadership experience with the State School Facility Program and the various state agencies responsible for assisting school districts
- Direct or supervisory experience with facility/financial master planning, new construction, modernization, and deferred maintenance of the districts facilities
- Experience in budgeting and tracking public works projects
- Leadership experience with diverse work teams and learning communities
- Commitment to a minimum of 8-10 hours a month of one-on-one mentoring with participant (This may be accomplished in person or by teleconferencing)
- Ability to provide direct assistance to the participant in accordance with the Academy's curriculum guidelines and responsibilities
- Commitment to honestly evaluate the progress of your participant by identifying areas of strength and areas for future growth

MENTOR APPLICATION FORM

2007 - 2008

COMPLETE AND RETURN BY MAY 18, 2007

Include with your completed application:

- Professional Resume
- Letter expressing your interest in serving as a Mentor and your qualifications
- Written response to the two additional questions on the application

Name: _____

Title: _____

School District/Firm: _____

Work Address: _____

Day Phone: (____) _____ Evening Phone: (____) _____ Cell Phone: (____) _____

Email: _____

Does your Superintendent/School Board/Company support your application? Yes No

Please answer the following on a separate sheet of paper:

1. Why do you think you would make an excellent mentor?
2. What are your specific strengths in meeting the expectations of being a mentor? (See list of qualifications attached)

Please submit your application, resume, letter of interest and written response to the above questions **postmarked no later than May 18, 2007**. All four documents are required to complete this application. Send to:

C.A.S.H. School Facilities Leadership Academy
1130 K Street, Suite 210
Sacramento, California 95814

**Mentors and participants will be notified
in early June, 2007**