Information Sheet

The ICT Mentor Programme

1. Introduction

The ICT Mentor Programme is organised as part of the mp3 goal to support schools in building a critical mass of ICT teacher advocates or champions to develop and cascade effective ICT practices in schools. Each school selects 4 ICT Mentors and each mentor will coach two teachers to become effective users of ICT for learning and teaching. The ICT Mentor Programme is implemented over 5 phases, from 2010 to 2012 with the ICT Mentors being trained and supported for a one-year period.

2. Roles and Responsibilities of the ICT Mentors

The ICT Mentors are expected to develop and expand their capabilities to engage in projects related to pedagogical innovations, and to reflect and improve on their ICT-based practices. They will:

- serve as mentors to teachers on the ICT use for learning and teaching, in particular, to deliver ICT-enriched learning experiences for students, in their respective subject disciplines;
- provide requisite knowledge to teachers on planning and delivering of ICT-enriched learning experiences;
- champion best practices by developing lesson exemplars to showcase ICT use; and
- facilitate the sharing of ICT resources created by mentees to propagate good ideas and practices.

3. Selection Criteria

Schools are encouraged to select teachers from across subject/departments/ levels who:

- possess strong content knowledge and are effective teachers;
- have a keen interest and passion in using ICT for learning and teaching;
- are competent in using ICT for learning and teaching but need not be ICT savvy; and
- have the potential and an interest to coach and mentor other teachers.

4. The Programme

The programme adopts an experiential approach. The ICT Mentors learn to use a range of ICT tools to design lessons for their own classroom use and they also put into practice the coaching skills acquired. A combination of both

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face-to-face workshops and on-site consultation sessions with online learning experiences (in the form of Webinars) are employed.

The key components of the ICT Mentor Programme include:
- 5-day face-to face workshops on:
    - effective use of ICT; and
    - coaching.
- 4-hour face-to-face sessions that are:
    - subject-based to network and share lesson ideas and good practices to deepen pedagogical understanding on ICT use; and
    - school-based to reflect on the experience and challenges in carrying out their personal mentoring plan.
- 10 to 20-hour Webinars and participation in online discussions.

The journey of an ICT Mentor is mapped out as follows:

Activity	Period	Focus	Deliverables
Stage 1 Training			
Workshop on Effective Use of ICT (3 Days) Rationale: To provide ICT Mentor with the understanding of mp3 related policies and how technology can be effectively integrated into subject disciplines	7 - 9 Feb 2012 (Languages & Humanities) 14 –16 Feb 2012 (Mathematics & Sciences)	Create an experience for the ICT Mentor as a user of technology with the following learning outcomes: - awareness of mp3 and C2015 - understanding of the roles of an ICT Mentor - application of the principles and concepts learnt to ICT-enriched lessons	Each ICT Mentor to design a lesson package by applying the skills and knowledge learnt during Stage 1 training
One face-to-face subject-based meeting Rationale: To enable the ICT Mentor to share and reflect on the lesson ideas	Apr 2012	Sharing of experiences and challenges in lesson design and delivery, and exploring ways to further improve and refine the lesson ideas	Each ICT Mentor to conduct a lesson unit by end of Term 2 and submit a lesson for sharing at one of these platform by Nov 2012: - *The ICT Connection* - Cluster/Zonal online or face- to-face platforms

Activity	Period	Focus	Deliverables
Stage 2 Training			
Workshop on Coaching (2 days) Rationale: To equip the ICT Mentor with coaching skills	Jul 2012	Professional development of ICT Mentor on coaching skills and remodeling of ICT enriched lessons and in giving feedback to mentees	The ICT Mentor to draft a personal mentoring plan for coaching the mentees
One face-to-face school-based meeting Rationale: To support the ICT Mentor in the mentoring process	Aug 2012	Discussion on the mentoring plan and process	Each ICT Mentor to coach two teachers to be effective users of ICT for learning and teaching

5. Suggested Ideas for School to Support ICT Mentors

For the ICT Mentors to be effective in cascading good ICT practices, it is important that school leaders create the necessary conditions to support their role.

The following are some suggestions that schools could consider to support the growth of the ICT Mentors and to strengthen the school's ICT culture:

- Communicate to the staff the rationale of the ICT Mentor programme, roles and responsibilities as well as expectations of the ICT Mentors.

- Help each ICT Mentor to identify and link up with two mentees they have to coach yearly, e.g. two mentees per ICT Mentor.

- Discuss with the ICT Mentors and mentees on the school-based expected outcomes for ICT-enabled lessons that they are implementing.

- Facilitate the development of personal ICT mentoring plans.

- Provide inputs on the ICT Mentors' and mentees' ICT-enriched lessons, e.g. through regular lesson observations or lesson study processes.

- Guide the ICT Mentors on designing ICT-enriched lessons that facilitate SDL/CoL that may be shared with other teachers through *The ICT Connection* in edumall2.0 or the zonal iSHARE portal.

- Provide opportunities for the ICT Mentors to apply their knowledge, e.g. get them to facilitate school or cluster workshops on the use of ICT for effective learning and teaching.

- Provide opportunities for the ICT Mentors to share their knowledge and use of ICT in lessons with school colleagues, e.g. at in-house professional development sessions or PLTs.

- Encourage and guide the ICT Mentors to participate in school-based professional development efforts such as lesson studies or action research.

- Involve the ICT Mentors in giving inputs to the school's ICT plan.

6. Support by ETD

ETD will support and sustain the professional development of the ICT Mentors by:

- providing consultancy support to the ICT Mentors during the implementation of their personal mentoring plan;

- providing platforms such as the edumall2.0 and *The ICT Connection* for the ICT Mentors to network and share good practices;

- organising seminars and conferences to keep the ICT Mentors updated on emerging ICT-based pedagogies and allow them to share their ICT practices and success stories; and

- keeping the ICT Mentors abreast of the latest technologies and their educational affordances for learning and teaching through webinars in the appended table and reading articles.

Webinar Sessions 2012

No	Title	Date
1	How ICT facilitates learning and teaching	23 Mar 2012 (Fri)
2	How ICT facilitates collaborative learning	20 Apr 2012 (Fri)
3	How ICT facilitates problem-based learning	23 Jul 2012 (Mon)
4	How ICT facilitates inquiry-based learning	23 Aug 2012 (Thu)
5	How ICT facilitates assessment for learning	18 Sep 2012 (Tue)
6	Coaching	19 Oct 2012 (Fri)