

# Mentor Request Form

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Current Job Title \_\_\_\_\_ LEA Name \_\_\_\_\_

Years of cabinet/administrative level experience \_\_\_\_\_

PASBO Regional Chapter (if applicable) \_\_\_\_\_

Main software program(s) used \_\_\_\_\_

Area(s) in which you need mentoring (i.e. specific required reports, PA School Code, policies, specific software, leadership, or specific topics or activities within this area of school business)

Desired engagement level w/mentor (i.e. reach out as needed, regularly scheduled/planned communications/meetings, etc.)

Current Career goals

Other important information we should know to better match you with a mentor

As a mentee I am committing to:

- Communicating and meeting with my mentor on a regular basis.
- Checking emails regularly and responding promptly and professionally to email/phone calls.
- Showing appreciation to my mentor.
- Notifying Frederick Wilburn, PASBO's Director of Member Development, if I am having concerns about my mentor relationship.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Please fill-in form, save and send as an attachment back to Frederick Wilburn, Director of Membership Development at [fwilburn@pasbo.org](mailto:fwilburn@pasbo.org).