

**NORTH CAROLINA**

**ALBERT SCHWEITZER FELLOWSHIP**

**MENTOR RESPONSIBILITES**

**Site Mentor**: The Site Mentor is a resource for the Fellow as s/he participates in the Fellowship program. The Site Mentor should:

* Orient the Fellow to the organization, including its personnel, policies, physical facilities, clientele, and the surrounding geographic area;
* Facilitate introductions between the Fellow and agency staff and/or stakeholders;
* Communicate any safety issues to the Fellow;
* Provide assistance in shaping the Fellow's project;
* Provide practical guidance to the Fellow on project implementation and ongoing evaluation, including overcoming challenges within the project or agency;
* Provide general guidance in the personal and professional development of the Fellow;
* Review the Fellow’s monthly reflections sent via email and respond if appropriate;
* Complete a site mentor survey at the end of the Fellowship year; and
* Report any concerns to the Program Director.