



Aquarian Trainer Academy – Level Two Pathway

Level Two Lead Trainer Practicum Mentor

ORIENTATION



Introduction:

The Level Two Trainer Practicum Mentor Orientation provides information on:

1. What are the procedures of a Level Two Practicum process?
2. How to apply to become a Level Two Practicum Mentor
3. Qualities and responsibilities of a Level Two Practicum Mentor

1. What are the procedures of a Level Two Practicum Process?

The qualification process to become a Level Two Practicum Mentor is done module by module. Upon reviewing the sections below, the candidate should decide if applying for this role is desirable.

What is a Level Two Practicum Mentor?

The Level Two Practicum Mentor is a Level Two Lead Trainer who mentors the candidates into becoming a Level Two Trainer or Lead Trainer (Mentee), for a specific Level Two Module.

- **Level Two Trainers** can teach any aspect of any module for which they have qualified, but only as a member of a team lead by a Level Two Lead Trainer. They can teach unsupervised up to 50% of a particular module.
- **Level Two Lead Trainers** can contract Level Two modules in which they are qualified with KRI. As the Contracting Lead Trainer on a Level Two Module, you must teach at least 20%.

What is a Level Two Practicum Process?

The Level Two Practicum is how a Mentee qualify to become a Level Two Trainer in a specific module. The Level Two Mentee practice teaching in a module with the support of, discussion with, and feedback from, a Level Two Practicum Mentor.

First Level Two Practicum of a Module

At Level Two Practicum Mentee's first practicum, the Practicum Mentor and Mentee must be present for 100% of the time. Mentee is a co-teacher and an active partner in all curriculum, program and logistics planning.

Subsequent Level Two Practicum

The Level Two Practicum Mentee can teach up to 50% unsupervised (at the discretion of the practicum mentor), and can teach up to 80% with supervision. Level Two Mentee needs to be present for 100% of the course. The Level Two Practicum Mentor does not have to be at 100% of the course, but must be there a minimum of 20%. Meaningful conversations before and after the program still need to happen. Mentees do not need to work with the same Level Two Practicum Mentor for all modules. In fact, it is required (exceptions can be requested in writing) to work with at least two different Level Two Practicum Mentors.



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Practicum Mentor Responsibilities:

- **Mentee and Level Two Practicum Mentor** must spend time both before and after the course discussing aspects of being a Level Two Trainer such as:
 - What are the learning objectives for this module? How is the curriculum being crafted to deliver and achieve these objectives?
 - What is unique about being a Level Two Trainer, different than a Level One Trainer?
 - Reviewing the Level Two Competencies – what they mean, why they are required, the level of proficiency you currently demonstrate
 - How the course went – were the learning objectives for that module met? What worked and what could be improved in the areas of admin, logistics, curriculum organization, and presentation
 - The Level Two Practicum Mentor’s recommendation whether you should be qualified for this module or not. If not, why not? And what would have to be demonstrated in order to qualify?

- **The Level Two Lead Practicum Mentor** will be asked to provide a written evaluation about the candidate’s success after the module, and their recommendation whether or not they should be qualified for this module

Level Two Team Structures and Examples

1. Level Two is taught by teams, with a minimum of two trainers
 - a. KRI values the team approach and the exposure to diverse training styles and approaches and our standard is that each module must be a team effort.
 - b. KRI encourages a team teaching approach where several trainers share bench time each day, rather than someone teaching some days, and then they leave and a new trainer comes in to teach other days. The students often go through intense changes, and having a continuity of trainer presence for them is important.
 - c. We recognize that sometimes this is not possible, and that this requirement may prevent a course from being held.
 - d. Therefore, if the Level Two Lead Trainer has already been the contracting lead for this particular module before, they can contract to teach this module alone by writing a detailed explanation as to why when they fill out the contract, in the space provided. KRI will review these and reserves the right to withhold contract approval.

2. Examples
 - a. Two Level Two leads co-teaching
 - i. The Licensing lead will teach a minimum of 20%
 - b. A Level Two Lead and a Level Two Trainer co-teaching
 - i. Level Two Trainer can teach up to 50% unsupervised
 - ii. Licensing lead must teach a minimum of 20%
 - c. A Level Two Practicum Mentor and Mentee



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- i. If it is the Mentee's 1st Level Two Practicum, The Practicum Mentor must be present 100% of time.
- ii. If it is NOT the Mentee's 1st Level Two Practicum, The Practicum Mentor can be there anywhere from the 20% they have to teach up to 100%, at their discretion
- iii. The Level Two Practicum Mentee must be present 100% of the time for all of their practicums
 1. In their 1st Practicum, they should teach 50% - 80%, and as the Practicum Mentor must be there, these are supervised teachings.
 2. In subsequent Level Two Practicums, the Mentee can teach up to 50% unsupervised, and up to 80%, if at least 30% is supervised.

See more details about the Practicum Process on the Level Two Trainer Orientation.

2. How to apply to become a Level Two Practicum Mentor

- **Pre-requisites:**
 - Either you are a Level One Mentor, or you have prior mentoring experience
 - If the later, you must provide information demonstrating your past mentoring training or experience that demonstrates your proficiency as a mentor
 - You have been the Level Two Lead Trainer at least once for the module you want to be the practicum mentor on.
- **Entry process:**
 - Fill out and send to KRI the Level Two Practicum Mentor Application
 - Sign off the "Qualities and responsibilities of a Level Two Practicum Mentor"
 - Participate on the Level Two Practicum Mentor Entry Interview
- **For Subsequent Modules:**
 - Update the Application Form with the subsequent modules you want to be the Practicum Mentor on.

3. Qualities and responsibilities of a Level Two Trainer Practicum Mentor

Refer to document *"Qualities of a L2 Trainer and Practicum Mentor Agreement"*