

March 30, 2017

MAP Team and mentor responsibilities (DRAFT)

**Master Apprentice Team Responsibilities**

1. Masters and apprentices are expected to attend at least one AICLS-led training per year, to brush up on Immersion techniques and be assessed by AICLS staff for progress evaluation. At this training, they will also set goals for the next stage of their work together.
2. Masters and Apprentices should meet throughout each month and work on their language for a minimum of 30 hours each month (recommended: 10-20 hours per week), in full immersion as per MAP training methodology- working toward their goals, and utilizing exercises found in “How To Keep Your Language Alive”, previously received training, and of their own making.
3. At the end of each month, Apprentices should complete the invoice form (found on AICLS website under MAP forms) as well as a brief narrative report that outlines (in more detail than the invoice) the activities of the team for the month.

Note- if the team does not complete a minimum of 30 hours, they should still turn in their report (which should include why they couldn't complete their hours), but hold invoice until the end of the next month when hopefully the 30-hour minimum has been completed.

4. Each team has a mentor, to help their progress and help with problems. The team (that is, the apprentice or master, or both) need to communicate at least once a month with their mentor by phone or in person. The mentor is expected to initiate the contact, but the team members should feel free to initiate or ask for a call whenever they want. If the mentor calls when the team member is not available, the team member is expected to return the call as soon as possible.