



Poway Unified School District
PSEA Professional Partner Program



APPLICATION FOR PARTNER

Instructions:

1. Complete the application below
2. Attach a minimum of one letter of recommendation from a colleague
3. Have your supervisor submit the Supervisor Recommendation form directly to Melanie Rodriguez
4. Documents can be emailed to Melanie Rodriguez (Melanierodriguez@powaysea.org) or sent in district courier to the PSEA office **no later than FRIDAY, October 24, 2025**

Name _____ Site/Dept. _____

Home Address _____ Apt. No _____

City _____ Zip _____ Home Phone _____

Email Address _____ Work Phone _____

Alternate Email _____

Current Position _____

Number of years in current position _____ Permanent employee with 3 or more years of experience

Total number of years as a permanent employee within PUSD _____ I have a satisfactory or above current evaluation

Current position: _____

Prior positions held in PUSD (list most recent first):

<i>Date</i>	<i>Site/Department</i>	<i>Position Held</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Specialist areas (RSP, Title I, Bilingual, etc.): _____

I have familiarity with the following District policies/procedures: _____

Describe leadership roles in which you have served or leadership training you have received, and tell how those roles prepare you to be a Partner (School, District, Community, Other).

Describe your experience in supporting or training personnel inside or outside of PUSD.

Describe the qualities that will make you an effective Partner.

In which of the following areas do you feel competent to mentor others?

Technical/Computer Skills

- | | | | |
|--------|-----------------|------------|--------------|
| Access | Outlook | PowerPoint | Publisher |
| Excel | Adobe Acrobat | SharePoint | Google Drive |
| Word | Digital Schools | | |

District Procedures and Systems Experience

- | | | | |
|--------------------|-------------------|---------------------|-------------------|
| Student Attendance | Payroll/Personnel | MyPlan | Finance |
| Synergy | Facilities | Canvas | M & O |
| PeopleSoft | AI Apps | Confidentiality | ___ Phone systems |
| Worker's Comp | Web Help Desk | Publications online | |

Personal/Professional Expertise

Leadership skills	Decision making/ goal setting	Team building	Worksite interpersonal relationships
Communication with the Public/Parents	Organizational skills/time management	Performance evaluation process	Conflict management

Paraprofessional

Autism (ASD, RSP, NSH environments)	Curriculum modification and accommodations	Community Based Instruction	Inclusion in the Gen Ed classroom
Student behavior management	IEPs- documenting and compliance	Functional vs. academic curriculum	Working with service providers (speech, OT, APE, PT)
One-on-one instruction	Direct instruction		

Other

I have read and understand the goals of the Professional Partner Program. If qualified, I understand that I will be interviewed by the PSEA Professional Learning Advisory Board. If selected, I agree to attend the Orientation & Training session and Networking meetings during my one-year commitment.

Applicant signature

Date

I have read and understand the goals of the Professional Partner Program and support my employee's application. I understand that, if selected, my employee may require time away from their duties to assist their mentees and will do my best to support my employee's participation.

Supervisor signature

Date