

Question	Answer
How do I donate money to the Northwest Water & Energy Education Institute	Call Roger Ebbage at 541 463 6160 or email to ebbager@lanecc.edu for more information.
Will the program continue after the grant period ends?	Yes! - The online programs are considered a pilot during the grant period (2018-2021) and then will transition into a regular Lane Community College Program offering.
How do I find out about the field work?	Field work will be part of each class and explained at the beginning of each term. Instructors will be asked to introduce all relevant field work for their class no later than five weeks into the term. Exceptions may apply depending on the course and or if a special or individual project is arranged.
How do I know for which field work I'll be responsible?	Each class will have a Field-work Mentor. In some areas the Field-work Mentor will be the same person - in other areas there may be a different Field-work Mentor for each class. The Field-work Mentor for a class will communicate with the course instructor prior to the beginning of the term to determine which field work projects are to be completed.
How do I prepare for the required field work?	Depending on the course's student learning objectives, field work preparation can be light or not so light. It is likely that the Field-work Mentor will simply perform his/her normal job duties and have a student along to learn what those duties might be. Lane CC staff will assist the Field-work Mentor with preparation.
Is there a process to negotiate conflicts between Field-work Mentors & students?	Yes. We are working on documentation of the official process and will present it here once completed.
What happens if we aren't able to schedule a time to meet?	All students need a Field-work Mentor to complete the program. Every effort will be made to make arrangements to have the Field-work Mentor/Mentee meet but if it's just not possible to make a meeting time, staff at Lane CC will try to locate an alternate Field-work Mentor.
What if I decide that Field-work Mentoring isn't right for me?	The expectation is that if a Field-work Mentor agrees to be a Field-work Mentor he/she will complete the course field work for that term. At that point if a Field-work Mentor does not want to continue as a Field-work Mentor, staff at Lane CC will find a replacement.
What if I don't get along with my student?	As soon as issues with your students arise, you're encouraged to contact a staff member at Lane CC. We will work to mitigate problems between you and your student.
Who's my contact if I have any questions?	Roger Ebbage 541-463-6160 ebbager@lanecc.edu
Will I receive any training?	Yes. Program staff will assist you with preparation via a booklet, field examples, webinar and, in some cases, personal support via phone & email.

Am I evaluated or do I get any feedback for being a Field-work Mentor?	Yes. The project will have an outside evaluator required by the NSF. Students will be asked to submit a simple evaluation of their Field-work Mentorship experience. The Field-work Mentor will have the opportunity to receive whatever evaluations and feedback is available.
Are Field-work Mentors paid for their time?	No. We are in the business of educating students and while we are unable to generate enough cashflow to be able to compensate Field-work Mentors for their time, there are many other benefits that will be realized by becoming a Field-work Mentor.
Can I hire a student who isn't finished the program?	We always encourage students to complete their educational objectives which may be finishing a two-year degree or simply obtaining employment after taking a few classes. One of the benefits of Field-work Mentoring is the potential of discovering a gem of an employee. If a Field-work Mentor is interested in hiring a Mentee, the decision to become an employee is up to the student. Because this is an online program, it is easier for students to work and continue their educational pursuits compared to a traditional classroom learning environment.
Can I pick my own student?	While typically a student will be given a Field-work Mentor, there may be an instance where the Field-work Mentor will suggest that an individual enroll in the Program which essentially is the Field-work Mentor selecting his/her Mentee.
Why be a Field-work Mentor?	The benefits of being a Field-work Mentor are many. For the Field-work Mentor, the satisfaction of assisting an aspiring Water or Energy expert is huge and a way of paying forward through their own (Field-work Mentor's) expertise. If Field-work Mentoring as a utility employee, participating in the advancement of the community is very valuable to the mission of the utility. Helping to train the next generation of experts may just generate the next expert working for the Field-work Mentor or Field-work Mentors utility!
Will I get reimbursed for mileage?	Field-work Mentors will typically Field-work Mentor a student during daily work hours while conducting a normal work exercise. There are no plans to reimburse for mileage.
How many Field-work Mentors are there?	There isn't a specific number of Field-work Mentors and the more the better! Over the next few years, we will establish a pool of Field-work Mentors through the Western United States and then seek Field-work Mentors where there is a geographical void!
How many students will I have at one time?	The number of students Field-work Mentored at one time depends on how many students have registered for one of our classes in the Field-work Mentor's utility service area.
How much time will I need to invest in this?	The amount of time a Field-work Mentor spends with his/her student will depend on the course in which the student is enrolled. Each course will have a specific lab or labs where the students needs assistance. The level of work is determined before the course begins.

How often will I be asked to assist students?	The level of involvement will depend on the term. Each class has a different level of Field-work Mentor involvement. The program offers each course once a year. For instance, once our spring term 1st year classes is offered it won't be again until the next spring term so a Field-work Mentor who can demonstrate the use of a skill (say a residential audit) will not be needed until then.
What does a Field-work Mentor do? What is a Field-work Mentor?	A Field-work Mentor will meet with a student during a term in which the student needs to conduct field work to accomplish a course objective. Staff at Lane CC and/or the course instructor will communicate with the Field-work Mentor as soon as a student is registered in the Field-work Mentor's service area. Once the term begins, it is up to the student to contact the Field-work Mentor directly and make arrangements to complete the work. Depending on the course, the Field-work Mentor will meet with the student once or multiple times during the term. A Field-work Mentor is an individual with the expertise to demonstrate to a student, a pre-identified task related to water conservation or energy efficiencies. It could be demonstrating how to use dataloggers, identifying sprinkler types, or how to conduct a commercial building walk-through audit.
What makes this program unique?	Most fully online programs do not have a lab or skill development requirement where students must go into the field to experience a theory learned in "class" which is typical for Career Technical courses. This program is unique because, as a career technical program, we require students to complete field work with assistance from Field-work Mentors.
Beyond the field work, is there any additional paperwork I need to complete?	Yes – but very little. 1) Prior to any field work, you may be asked to fill out a webform or interview sheet that will allow us to qualify if you are able to provide the services and skills necessary to be a Field-work Mentor. This allows us to match students up with Field-work Mentors who have the tools and skillsets needed to complete the field work. 2) Your utility may be required to sign a memorandum of understanding (MOU) document that outlines the relationship and responsibilities of being a Field-work Mentor. 3) You may be asked to respond to our 3rd party evaluation team. The responses should be quick and will both help us improve and verify that the project is successful.
Do I have to bring my own tools?	Typically, because our students are new to our industry, there is an expectation that they will not have accumulated a set of tools so yes, you will need to provide tools. The expectation is tools used will be limited to what might be needed to do an audit or collect field information in a landscape setting.
Do I have to evaluate the student's lab work?	At the end of the course, Field-work Mentors will be expected to submit a simple electronic checklist. This quick evaluation mainly notes attendance and involvement. Faculty will use the checklist along with any additional feedback for grading.

Do I need to provide safety equipment?	Perhaps. It is the Field-work Mentor's responsibility to encourage a safe working environment. Notes about requiring closed shoes, hard hat, safety vest, gloves etc.. need to be discussed with student prior to showing up for their field work. Where there are activities or areas with safety hazards, it is up to the Field-work Mentor to give a safety brief and or confirm that the student is aware of those hazards.
How do I know if our utility has the fieldwork expertise?	Depending on the course, your utility may or may not have the expertise to Field-work Mentor a student. Using an online pre-qualification webform and or consulting via phone/email we will determine if your utility has the appropriate talent to Field-work Mentor.
How do I know what field work needs to be completed?	Once identified, Field-work Mentors will be informed of the field work responsibilities by the course instructor.
What if our utility doesn't have the fieldwork expertise?	If your utility doesn't have the fieldwork expertise, staff at Lane CC will ask your assistance in helping us locate a talented vendor with whom you contract to do your efficiency work.
What is required to be a Field-work Mentor?	We expect that a Field-work Mentor will have a deep understanding of residential and commercial buildings. We don't expect that one Field-work Mentor will know it all although many do. We would like our Field-work Mentors to possess an interest in showing others the technical aspects of residential and commercial building water consumption including water efficiencies and water conservation programs. Our Energy Field-work Mentors would similarly possess the same level of interest in their showing others the technical aspects of energy efficiency, in lighting or commercial building energy efficiency.
What happens if my student gets hurt? Who's responsible for liability?	By enrolling in a class at Lane Community College, all students are protected by liability insurance. from the Attorney's office: Participant means the Named Participant and each of the following while acting under the direction and control of the Named Participant and within the course and scope of their duties as such: <i>e. Registered Students whose course of study includes on-the-job training, but only while acting under directions and within the scope of their activities performed while in training;</i>
How are students matched to Field-work Mentors?	When a student registers for a class, his/her location will be identified through the registration process. Lane CC staff will contact a qualified Field-work Mentor who works within the student's location and the two are matched and contact information will be exchanged.
How do I become a Field-work Mentor?	We will have an online pre-qualification form shortly. For now, please contact Roger Ebbage at 541-463-6160 or via email ebbager@lanecc.edu .

Is there an application process for Field-work Mentors?

Yes. <https://www.nweei.org/additional-program-support-info/fieldworkmentor-signup.html>

When will I know if I have a student?

LCC opens registration far before a new term begins. When students enroll in a course, we will know who and where they are and will notify the Field-work Mentor in the student's location.