

NOVA VET TECH MENTOR/STUDENT COMMITMENTS

We are excited to have you on board and look forward to building a relationship with the mentor, student, and the veterinary community. If you have any questions about being a mentor, please reach out to novavtm@nvcc.edu.

Program Overview

- The Northern Virginia Community College's Veterinary Technology Program is accredited through the American Veterinary Medical Association (AVMA) and requires students to complete numerous required hands-on (psychomotor) and didactic (knowledge-based) essential skills to graduate from our program. Most hands-on skills are expected to be performed on live animals.
- NOVA provides students with instruction and assessment of all hands-on skills through lab courses and/or field trips.
 - The NOVA Veterinary Technology Program will provide rubrics to students at the beginning of each course for all hands-on skills.
 - While it is the responsibility of the NOVA Veterinary Technology Program faculty and staff to teach, assess, and sign off on these required skills with the students, we ask that mentors oversee and assist students with honing these skills at the practice where they work after they have been taught the skill in our program.
 - **If a student misses a lab or field trip that requires completion of any required essential skill, it may be the student's responsibility to complete those skills with their own resources and equipment.**
 - To see an extensive list of required essential skills and equipment, please refer to the [AVMA's Equipment and Instructional Resources List](#) and the [AVMA's Essential Skills List](#).
- Students have the option of attending the program full-time or part-time. All students are required to work at a veterinary facility and have a mentor during their time in the Vet Tech Program. Each semester:
 - Part-time students are required to work an average of 20 hours per week.
 - Full-time students are required to work an average of 10 hours per week.

The Role of the Student

- The student is responsible for taking ownership of their education. This includes:
 - Preparing ahead of time before asking their mentor for assistance (i.e., read chapters, have required lists ready, know what supplies are needed, be familiar with the appropriate steps/techniques that need to be followed, etc.).
 - Communicating with their mentor(s) the skills and topics they are learning in each course.

- Keeping their mentor(s) informed of their progress throughout the semester and areas where they may need additional mentoring.
- Demonstrating initiative and a desire to learn by proactively requesting opportunities to practice essential skills at their clinic.
- At the beginning of each semester, the student will send an email to novavtm@nvcc.edu, including the email address provided by their primary mentor on their Clinical Externship Affiliation Agreement in the Cc line, confirming that their primary mentor is recommitting to their role for that semester.
- At the end of each semester, the student will report on their progress at school and at work via a short survey.
- When the student graduates, the student will be asked to complete an end of program survey.

The Role of the Mentor

- The mentor is responsible for supporting the student in their education. This includes:
 - Advocating for the student's cross-training/advancement into a permanent vet assistant role.
 - The mentor will proactively communicate with the Vet Tech Program about any barriers to the student obtaining a permanent vet assistant role by their second semester in the program.
 - Engaging with the student about what they're learning each semester.
 - Providing the student with additional opportunities to practice skills that have been demonstrated in class whenever possible
 - Offering guidance and answering questions the student may have.
 - Creating a positive and supportive learning environment.
 - Assisting the student in recording AVMA required video assessments for unique circumstances (i.e., if the instructor offers the student the option for submitting a video recording for redoing failed skills, excused absences that occur during a skill assessment, etc.).
- At the end of each semester, the **primary** mentor will be asked to report on the student's progress at work via a short survey.
- When the student graduates, the **primary** mentor will be asked to complete an end of program survey.