Independent Research Project (IRP) (course 420.800) Mentor (field supervisor) Guidelines

Who can serve as a mentor?
A mentor may be a JHU faculty member teaching in one of the environmental programs or elsewhere on campus, an appropriate person from the student's place of work, or any expert with appropriate credentials. A Ph.D. is not necessary. If the selected mentor has not served in this capacity before at JHU, please forward their CV or resume and their contact info (name, title, phone number, email) to the course instructor for approval.

What are the mentor’s tasks?
The mentor is the person who will guide the substantive progress of the independent research project and, ideally, the mentor is currently involved in some aspect of the proposed study. The mentor should assist the student in crafting a valid and feasible proposal, and needs to submit a letter of support for the project when the final proposal is submitted. The mentor should meet (in-person or via email or other communication) frequently during the course of the semester to provide support and feedback to the student as the project is being conducted. The mentor should be cognizant of the course deadlines as laid out in the current IRP Guidelines. The mentor is permitted to establish a number of deliverables during the semester in addition to the ones imposed in the general guidelines to the IRP. The mentor should carefully review and provide feedback on the draft final project report in a timely manner. The mentor's evaluation and grade recommendation must be submitted to the course instructor within 72 hours of receipt of the Final Project Report (which is due one week before the end of the semester).

Does the ESP Program offer a stipend to mentors?
Yes. The ESP program does offer a stipend to mentors (both inside and outside of JHU), and the course instructor will arrange for this directly with the mentor once that person has been approved. A stipend is only available to mentors who are permitted to accept a stipend given their employment situation and visa status. The current stipend is $300.