ROLES & RESPONSIBILITIES

As a supervisor, you serve as an overseer for teacher candidates in field placements and internship as well as a liaison between the College of Education and cooperating/mentor teachers and CMTs and assist and evaluate teacher candidates.

Supervisor Qualifications:
Hold or have held licensure in supervision area.
Demonstrate contemporary P-12 experience.
Have a Master’s degree.

Supervisor Role & Responsibilities:
Attend program-specific orientation meetings or workshops.
Conduct an introductory meeting with teacher candidates that includes distributing and reviewing internship requirements.
Assist OCE with solving conflicts/problems between teachers and candidates.
Assisting cooperating teachers/CMTs with documentation in SLL.
Communicating between OCE, schools, and teacher candidates.
If problem occurs in a school between a teacher candidate and CMT/Cooperating teacher, contact OCE immediately.
Observe and give feedback through formal evaluations and record in SLL.
Conference with student and teacher about CPAST/ELEOT or other documentation.