

Position: Student Teacher Evaluator

Position Type: Durational stipend position during the period of the student practicum: January 2022-May 2022. The position does not include benefits.

Compensation: \$500 stipend per student plus mileage

Reports to: ARC Administration

Position Description: The Alternate Route to Certification program (ARC) has an immediate opening for practicum evaluators who are responsible for evaluating ARC students in the field. The evaluator is a vital role as it serves as the liaison between ARC administration and practicum. The evaluator determines whether the teacher candidate has successfully completed practicum in alignment with all competencies. Evaluations will be conducted in person, meetings can be conducted virtually. In person classroom observations are subject to change based on state and school restrictions.

Responsibilities

- Schedule an initial meeting prior to practicum with the teacher candidate and cooperating teacher to provide an overview of practicum responsibilities, offer an introduction to Canvas, and develop an observation calendar (with scheduled post-observation times)
- Assist the cooperating teacher with Canvas as needed.
- Conduct a three in person classroom observations with the teacher candidate using the ARC evaluation rubric.
- Provide evaluative instructional feedback and support to the student teacher following each observation.
- Enter all evaluation data into Canvas within 48 hours of an observation.
- Ensure that the cooperating teacher is completing their responsibilities by the established deadlines which includes: conducting three formal observations and entering each evaluation within 48 hours of an observation, completing the midpoint and final assessment of professional expectations checklists, completing a final student practicum form and providing feedback on teacher candidate's weekly reflections.
- Communicate with the cooperating teacher throughout the student teaching experience.
- Ensure that the teacher candidate supplies thorough reflections on each evaluation within 48 hours of its release.
- Ensure that the teacher candidate completes satisfactory journal entries for each week of the practicum on time, and provide feedback accordingly.
- Review all of the cooperating teacher's evaluation forms before completing the ARC final summative evaluation.
- Discuss the final evaluation with the teacher candidate as needed.
- Record all information regarding student difficulties in a timely manner and immediately share with ARC administration.
- Complete an evaluator visit log for each student. Submit to ARC so payment can be processed.

Qualifications

- **Certifications Required:** Active Connecticut professional educator certification in relevant content area. Connecticut TEAM or Intermediate Administration or Supervision (092).





- Minimum of five years of successful teaching and/or administrative experience at least three of which are in grades 7-12
- Must be able to serve as an evaluator for at least 3 teacher candidates.

Application Procedure

Applicants should email a cover letter describing your interest and qualifications for the position, a current resume with contact information, (3) letters of professional references and active CT Certifications to the ARC Office at: ohc.arc@ct.gov

Closing Date: November 14, 2021

