School of Education – Elementary Teacher Education Program
Supplemental Professional Positions (Part-time)

Methods & Student Teacher Field Instructors (student teaching supervisors) –
Elementary Education with an additional certification in special education OR English as a Second
Language, OR Middle School Content Areas

The School of Education seeks qualified student teaching mentors to provide field instruction for

Required Qualifications:

● master’s degree or equivalent in education
● certified in the discipline(s) to supervise, or must have had 5 years of administrative supervising
  and/or 5 years of teaching the discipline in a P-12 setting within the past 10 years
● knowledge of about evidence-based practices
● commitment to supporting equity, diversity, and inclusion

Preferred Qualifications:

● special education, ELL, and/or middle school content areas certification and teaching experience.
● experience working with undergraduate students
● experience with mentoring/coaching teachers

Immediate opportunities for Spring 2023 are available. Supplemental professional field instructors are
paid per methods student and/or teacher candidate/student teacher along with mileage reimbursement.
Travel to school sites is expected throughout the semester.

Responsibilities include

● observing teacher candidates as they teach
● providing written feedback after observations
● conducting post-observation conferences
● orienting clinical educators (mentor/host teachers)
● creating teacher candidate improvement plans when needed,
● completing mid-term and final evaluations forms and conferences
● writing letters of recommendation
● responding to school district’s inquiries for teacher candidates’ hire
● participating in and/or conducting teacher candidates’ orientation
● facilitating professional learning community meetings for teacher candidates
● attending professional development meetings

A full orientation session will be provided to field instructors inclusive of professional development for
how to conduct a post-observation conference, complete necessary forms, and all other responsibilities
outlined above.

For additional information, contact Dr. Stephanie Kotch-Jester, sakjstr@udel.edu
To apply, send a cover letter detailing relevant professional experiences and ways in which you plan to
address diversity, equity, and racial justice into your practice, and resume, and contact details for three
references to sakjstr@udel.edu by November 17, 2022. References will only be contacted for qualified applicants.