

FIELD SUPERVISOR JOB DESCRIPTION

Please review the job description below carefully and then click the LINK at the bottom of this email to apply. The Office of Field Services reviews resumes late May/early June to set up interviews for the next academic year.

Part Time Single Term Instructor (Field Supervisor)

The responsibilities of a part-time supervisor include aiding field experience interns in developing and improving their teaching skills, providing objective descriptions of intern's abilities, observing the intern in the classroom at least 4 to 6 times during a semester, and holding at least two conferences during the semester with the student and the mentor teacher. A supervisor may also be involved in collaboration with faculty seminar leaders to support student development in small group seminars and/or be able to hold individual seminars to support student development. Collaboration with mentor teachers is required to monitor the development of the student.

In addition, the supervisor will review student's work, produce letters of recommendation, and produce outstanding student teacher letters when applicable.

The position is a part-time, contracted position that includes mileage and a per student salary. The supervisor will schedule observations on their own and may schedule additional meetings to understand a student's abilities. Mileage will be paid based on the current government rate at the end of the semester. Please note: at this time, supervision for fall 2022 may be a combination of remote and in-person. Applicants should be comfortable with technology and in-person visits in the classroom.

Service as a part-time single term instructor does not accrue tenure rights. Part-time single term instructors serve by the mutual agreement expressed in each successive contract executed and are engaged to teach at the convenience of the university.

Here is a brief outline of the semester duties:

- Part-Time Supervisors attend:
 - New Supervisor Orientation (Early August)
 - Supervisor and Student Virtual Orientations (mid to late August)
 - 1 hour Monthly Virtual Community Meetings (Meetings are recorded and can be view on your own)
- Student Commitments:
 - Complete 4 (practicum) to 6 (student teachers) virtual and in-person student observations and give feedback
 - Attend 2 virtual TRIAD meetings with Mentor Teachers and Student
 - Ongoing communication with students and mentor teachers (some supervisors set up weekly ZOOM meetings with students)
- Technology used (OFS trains and supports supervisors on all technology):
 - Blackboard (virtual classroom - houses GoReact)
 - GoReact (platform to upload videos and complete observations)
 - Taskstream (platform to upload CFAST scores and student documents)
 - ZOOM (all OFS meetings)

If you are interested, please go to the following link and apply through the CSU Portal (<https://hrjobs.csuohio.edu/postings/9560>). Please reach out with any questions. 216-687-4616