

**University of Delaware School of Education  
Elementary and Middle School Teacher Education Program**

**Student Teacher Field Instructors (Supplemental Professional Positions, Part-time)**

We are seeking highly qualified and experienced educators to serve as Field Instructors for our teacher preparation program. As a Field Instructor, you will work with pre-service teachers as they complete their student teaching experience in local schools, providing guidance, support, and mentorship to help them develop into effective and confident educators. This is an exciting opportunity to play a crucial role in shaping the next generation of teachers and making a positive impact on the education community.

Supplemental professional field instructors are paid per student teacher. Travel to school sites is expected throughout the semester, partial mileage reimbursement is provided from school site to school site. Additional travel expenses may be tracked for personal tax purposes.

**Required Qualifications:**

- certified in the discipline(s) to provide field instruction 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 (UCTE policy effective Spring 2019)
- knowledge and use of evidence-based practices
- commitment to supporting equity, diversity, and inclusion
- excellent communication and interpersonal skills, with ability to work effectively with students, teachers, and school administrators
- strong organizational and time management skills, with ability to prioritize tasks and manage multiple responsibilities
- availability to engage in-person with districts, schools, classroom teachers, university faculty/staff and undergraduate students

**Preferred Qualifications:**

- experience working with undergraduate students
- multiple areas of certification
- experience with mentoring/coaching teachers
- experience working with diverse student populations, including students from low-income backgrounds, multilingual learners, and students with special needs
- familiarity with educational technology and digital tools

**Responsibilities include:**

- Provide individualized coaching and mentoring to pre-service teachers during their student teaching experience, focusing on lesson planning, classroom management, instructional strategies, reflection, professionalism and content specific assignments.
- Conduct at least 4 observations of pre-service teachers' teaching practices, providing constructive written feedback and debriefing the pre-service teachers' instructional decision-making.
- Develop and implement a comprehensive plan to support each pre-service teacher's growth and development, including setting goals.
- Maintain accurate records of pre-service teachers' progress, including evaluations, feedback, improvement plans, and documentation of meetings. Upload required documentation into the data collection system.
- Score UD Teacher Performance Assessment and provide written feedback.

- Collaborate with clinical educators and school administrators to ensure a positive and productive learning environment for pre-service teachers. Orient clinical educators of program expectations, policies, and procedures.
- Communicate regularly with the student teaching coordinator and/or program coordinator to ensure seamless communication and coordination.
- Complete mid-term, final evaluations and three-way conferences.
- Write letters of recommendation or district forms to support the pre-service teacher's candidacy for a teaching position.
- Participate in program meetings, orientations and professional development activities to stay current on evidence-based practices in teacher education and to share knowledge with colleagues (i.e. DTGSS training modules, mentoring training, and so forth).

If interested, please send your resume and the names and email addresses of 2 references to Kristina Najera at [knajera@udel.edu](mailto:knajera@udel.edu)