**Position Description: Student Teaching Cohort Liaison[[1]](#footnote-1)**

**Overview:** The Student Teaching Cohort Liaison is a site-based instructional leader responsible for supporting a district and educator preparation program partnership that leverages student teaching to enhance student achievement. The STC Liaison’s primary responsibility is the development, management, and support of a student teacher cohort at a given school site.

***Adapt this position description for use by your Sponsoring Organization or district.***

**Reports to:** School Principal and Ed Prep Field-Based Experiences Coordinator/Director.

## Qualifications:

* Experience as a Supervising Practitioner, coach, and/or mentor
* Appropriate initial or professional license

## Responsibilities:

* Support the selection of teacher candidates and match them with highly effective supervising practitioners using criteria agreed-upon by the partnership
* Support teacher candidates to successfully complete the practicum experience, facilitating regular meetings and providing mentorship and guidance as needed.
* Support supervising practitioners with effectively supervision and implementation of CAP, facilitating regular meetings and professional development as needed.
* Serve as the main point-of-contact for the ed prep program at the school site.

## Job Expectations:

* Attend CAP Orientation Training
* Attend Monthly Liaison Meetings
* Attend Quarterly Partnership Meetings

**Salary:** 0.2 FTE

1. This position description is adapted from the Minneapolis Public Schools’ University Cluster Site Liaison position. [↑](#footnote-ref-1)