

# Ideas for Candidate/Intern Responsibilities Elementary Scenarios

COLLABORATE & SHOW INITIATIVE

Candidate Partnership	Intern Partnership
<i>"Hands-On, Eyes-Open"</i>	<i>"Hands-On, Minds-On"</i>
<p><b>Two-week Partnership:</b> Teach/co-teach a minimum of three lessons</p> <p><b>Six-week Partnership:</b> Construct and teach a minimum of two units/lesson sequences; facilitate various routines and/or stand-alone lessons</p>	<p><b>A teaching load of 70-100% is appropriate for this certifying practicum</b></p> <p>Plan, prepare, and teach several units and lesson sequences; facilitate various routines and/or stand-alone lessons</p>
<p><b>Learn &amp; Do:</b> <i>With input and support from mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Morning routine</li> <li>▪ Calendar</li> <li>▪ Line leading</li> <li>▪ PE warm-up</li> <li>▪ "Snack" and hand washing</li> <li>▪ Read-alouds</li> <li>▪ Find and lead brain/movement breaks</li> <li>▪ Lead a Number Talk</li> </ul>	<p><b>Learn &amp; Do:</b> <i>With input and support from your mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Administer 1-1 assessments/screeners such as PM Benchmarks, monthly check-ins, administer FSAs, MDI</li> <li>▪ Collect data for School Based Team (SBT)</li> <li>▪ Develop independence</li> <li>▪ Keep appropriate data based on observations in class and from student work</li> <li>▪ Construct rubrics and assignment criteria</li> </ul>
<p><b>Participate:</b> <i>With input and support from mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Work 1:1 with students</li> <li>▪ Help with lesson prep</li> <li>▪ Pitch in as an "extra hand"</li> <li>▪ Playground duty/supervision with mentor(s)</li> <li>▪ Lead small groups of students</li> <li>▪ Lead centres, stations etc.</li> <li>▪ Learn about different forms of assessments from mentor(s) (PM Benchmarks, FSA tests, school protocol for IEPs, etc.)</li> <li>▪ Attend staff meetings</li> <li>▪ Attend School-Based Team (SBT) and parent meetings, if appropriate</li> </ul>	<p><b>Participate:</b> <i>With support from your mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Work with parents/establish positive contact</li> <li>▪ Help with written learning update preparation and delivery</li> <li>▪ Reach out to other colleagues</li> <li>▪ Actively search out "auxiliary experiences"</li> </ul>
<p><b>Assist:</b> <i>With input and support from mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Put up/take down bulletin boards</li> <li>▪ Assist with assessment practices (conferencing, giving formative and summative feedback)</li> <li>▪ Taking attendance</li> <li>▪ Checking agendas/planners</li> <li>▪ Photocopying</li> <li>▪ Classroom technology set-up and maintenance</li> <li>▪ Classroom clean-up</li> <li>▪ Organization of an area (e.g. classroom library)</li> <li>▪ Take on a "staff" responsibility (e.g. staffroom clean-up)</li> </ul>	<p><b>Assist:</b> <i>With input and support from your mentor(s):</i></p> <ul style="list-style-type: none"> <li>▪ Demonstrate continued initiative</li> <li>▪ Take on a more deliberate role in classroom management</li> <li>▪ Set up the classroom in August</li> <li>▪ Help with school events such as winter concerts, student performances, family nights, craft nights, fundraising, Halloween etc.</li> </ul>

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