**On Site Liaison**

**Position Description for Co-Teaching**

***Generally speaking, the On-Site Liaison (OSL) is a teacher at the school site who oversees teacher candidates in clinical practice. The OSL works in concert with the University Supervisor (US) to mentor the teacher candidates and to act as a bridge between the school and the university to maximize support for the teacher candidate.***

Responsibilities

* Attend co-teaching trainings (initial and follow-up)
* Provide teacher candidates with a general orientation of the school site.
* Place teacher candidates with appropriate cooperating teachers in their designated credential areas.
* Meet regularly with teacher candidates as a group (usually once per week) to troubleshoot issues they may be having or to offer specific information in a “seminar” format.
* Be available and accessible for teacher candidate and cooperating teacher partners when they need to talk through an experience or ask for guidance regarding co-teaching.
* Collaborate with the university supervisor to follow teacher candidate progress and arrange exit interviews between the university supervisor, cooperating teacher(s), teacher candidate, and yourself near the end of clinical practice.

Dispositions

* Ability to nurture and support new teachers
* Ability to provide constructive feedback
* Strong organizational skills
* Ability to work positively with their own school site staff and faculty
* Leadership qualities
* Strong communication skills
* Knowledge about best practices and co-teaching