

Personal Characteristics of Teacher Interns Descriptions Provided by Supervising Classroom Teachers for Part II of the Summative Teacher Intern Evaluation

When supervising classroom teachers were asked to define what the personal characteristics on the summative evaluation mean in a school setting, they gave the examples listed below. This list provides a guide, but is not inclusive.

1. Flexibility

- Responsive to change; adaptable
- Willing to change teaching strategies or lesson plans
- Able to "switch gears" if the lesson seems to be going the wrong way
- Able to adapt when unexpected situations occur (tornado warnings, etc.)
- Ability to understand and adjust to the school setting, culture, and environment

2. Poise and Confidence

- Composure; dignity of manner; self assurance
- Exhibits leadership qualities
- Presence commands respect from students as well as colleagues
- Shows professionalism
- Conveys confidence in addressing and teaching students
- Exhibits calmness and composure
- Maintains self control

3. Maturity and Judgment

- Ability to assume appropriate role in classroom
- Fair-minded; able to see other points of view
- Ability to choose battles and diffuse potentially volatile situations before they occur
- Establishes a clear line between teacher and student; being an understanding adult but not a buddy

- Ability to prioritize
- Handles situations positively with appropriate action or response
- Acts/reacts professionally in a variety of situations
- Thinks before speaking and considers possible options before acting
- Consistently makes good decisions

4. Attendance

- Attends every day (absent only in case of emergency or illness)
- Meets university requirements
- Notifies teacher and university supervisor prior to any absence

5. Punctuality

- Arrives promptly at appointed time or earlier
- Leaves only after ALL duties have been completed
- On time for all activities (open house, meetings, conferences, etc.) and in the classroom prepared to begin teaching
- Turns in lesson plans on time

6. Dependability

- Trustworthy; reliable
- True to word, honest
- Plans well
- Meets deadlines and expectations
- Accepts responsibility
- Uses instructional time, planning time, and resources wisely
- Committed to the teaching experience (prompt, materials ready and well prepared for teaching, etc.)

7. Sensitivity

- Aware of the attitudes, feelings, or circumstances of others
- Knows the students
- Shows respect to all students
- Evaluates each situation individually and responds accordingly
- Uses parent input; respects/considers their concerns and opinions
- Demonstrates sensitivity to individual differences, social and cultural backgrounds
- Awareness of and correct response to any factors that might affect a student's performance or comfort level in a class

8. Enthusiasm

- Expresses excitement for or interest in the subject or cause
- Shows passion for teaching and learning
- Tries to *inspire* students
- Uses voice inflection and body language to generate interest
- Shows initiative; wants to try new things
- Connects with students
- Enjoys students
- Becomes immersed in the age group

9. Appropriate Dress, Grooming and Appearance

- Dresses appropriate to the role of a professional educator
- Follows dress code of individual schools
- Nature of activity helps determine appropriate dress
- Appearance should command respect from students

10. Attitude

- Positive/optimistic mindset toward all aspects of teaching and learning
- Character; dispositions

- Proactive way of thinking and acting
- Accepts suggestions/feedback positively
- Approaches tasks with enthusiasm and high energy level
- Being a team player

11. Initiative

- Ability to begin or follow through with a plan or task
- Self-starter
- Independent problem solver
- Sees something that needs to be done and does it
- Seeks out ways to go beyond just what the book tells them to do

12. Oral and Written Communication

- Proper and appropriate use of language when teaching and communicating with parents and students (notes, newsletters, assessments, assignments, verbal/written directions)
- Uses acceptable English in a clear and pleasant tone
- Proofreads written material before presenting it to students, faculty, and parents
- Models good communication skills

13. Resourcefulness/Creativity

- Clever and imaginative; original
- Effective use of available materials
- Seeks places to gather resources
- Creates/develops own materials; brings own experiences and ideas into the classroom when applicable
- Uses variety of materials and resources
- Seeks numerous resources when planning lessons (not just the text)
- Uses a variety of activities which incorporate the arts (drawing, painting, dancing, singing, drama, etc.) to make lessons meaningful
- Makes connections between school and the world around them