



**POSITION DESCRIPTION ADDENDUM FOR:
AFFILIATED UNIVERSITY EDUCATION LIAISON**

The information listed under Specific Essential Duties is in addition to Secondary Teacher position description. Any additional information that may be listed under the other categories supersedes the information provided on the Basic Teacher position description.

SPECIFIC ESSENTIAL DUTIES

Co-facilitates professional development and collaboration, as directed by principal or CTE Director, for the benefit of *affiliated university practitioners (i.e. student teachers, interns)* assigned throughout the Washington County School District.

Accompanies *affiliated university practitioners (i.e. student teachers, interns)* on classroom visits in a variety of schools/content areas for official visits.

Conducts tours for *affiliated university practitioners (i.e. student teachers, interns)* on school and/or district visits and introduces them to key personnel.

Models teaching for *affiliated university practitioners (i.e. student teachers, interns)* of best practices, instructional strategies, and engagement in a CTE classroom setting teaching, for the purpose of engaging learners at the optimum level.

Acts as a liaison between the university, school/district administration, and the university student.

Follows all guidelines set forth by university and WCSD Affiliation Agreements.

Accepts additional tasks as assigned by the university or WCSD school/district administration.

Attends all university and district sponsored meetings for Affiliated University Education Liaisons.

CERTIFICATES, LICENSES, REGISTRATIONS

Active Utah Education License with applicable endorsements required.

Prepared By: Assistant Director, Human Resources		Date: 12/13/2017
Approved By: Assistant Director, Human Resources		Date: 12/13/2017
<input type="checkbox"/> Review	<input type="checkbox"/> Revised	By: _____ Date: _____

EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:

By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.

Print Name:	Date:
Employee Signature:	