



Leadership Academy

Site Supervisor Position Description

Position Overview

The Site Supervisor (*aka Supervising Practitioner*) plays a critical role in a candidate's field-based experience by providing a model of high-quality practice and a link between theory and the realities of school leadership. The Site Supervisor is both coach and evaluator, assessing the candidate's practice while also providing the feedback and support that a candidate needs to improve.

Key Responsibilities

- Provide consistent guidance, support, and high-quality feedback to candidate that improves practice.
- Collaborate with the candidate in developing the Matrix of Proposed Activities.
- Provide opportunities for the candidate to observe, assist, and take full responsibility for administrative tasks and roles.
- In partnership with the College Supervisor (*aka Program Supervisor*), assess and document evidence of candidate readiness across the PSAL.
- Calibrate observations and feedback with the College Supervisor to ensure consistent messaging and targeted feedback to the candidate.
- Participate in three-way Meetings with the College Supervisor and candidate to discuss evidence collected to date, set goals, evaluate progress, and determine plans for ongoing leadership development.
- Determine, in collaboration with the College Supervisor, whether the candidate is ready to take on the role of school administrator.

In addition to these responsibilities, Site Supervisors should also be prepared to demonstrate the following practices:

- Construct coherent learning experiences for the candidate that bridge theory and practice and provide them the opportunity for authentic assessment of leadership practices.
- Model professional expectations including commitment to high standards, collaboration with colleagues, inclusive practice, data-informed decision-making, and continuous learning.
- Facilitate candidate practice through high-quality models, unpacking of leading into explicit practices, and multiple opportunities for mastery.
- Provide high-quality feedback, consistent and continuous communication, and evidence-based judgments.

Eligibility Requirements

- Interest by educator
- Three full years of experience under the license the candidate is pursuing

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