AUSTIN ISD
JOB DESCRIPTION

JOB TITLE:	**STUDENT TEACHER POOL**			PAY GRADE:	
DUTY DAYS:		FLSA STATUS:	**NON-EXEMPT**	DATE REVISED:	**04/10/2026 HC**
FUNDING SOURCE:	**THIS POSITION IS LOCALLY FUNDED.**				

MINIMUM QUALIFICATIONS:

The candidate must be enrolled in an accredited Educator Preparation Program (EPP) or Alternative Certification Program from an accredited college or university partner of Austin ISD. The intern/student teacher is approved by their university to serve as an intern or student teacher and is actively pursuing teacher certification with a district partner. In collaboration with a cooperating teacher, the EPP provides comprehensive support and authentic classroom experiences to accelerate professional growth.

SKILL REQUIREMENTS:

This position requires in-depth training in education and teacher preparation courses. This position requires basic understanding of subject areas to be taught and ability to interact with and relate to children. Incumbents may be required to operate a variety of office equipment and audiovisual equipment. Incumbents must have knowledge pertaining to subject areas and/or specific assignments. Employees in this position must be able to read, write, and speak in English fluently. The use of Google Workspace and other computer software applications is preferred. This position will observe how to apply knowledge of current education and instructional theories, methodologies, techniques, principles, subject matter, and knowledge of State, local, and Federal laws and regulations affecting the lives and education of students. The student teacher will learn child and adolescent development and the skills to manage student behavior. As a student teacher, the incumbent will be exposed to a variety of media, work with others as a team, organize and maintain records, manage time and resources effectively and efficiently. The student teacher will observe the cooperating teacher evaluate student performance and learn to provide constructive feedback. The student teacher will navigate Internet and web-related technology and a variety of technology applications and platforms with the end result of how to instruct students using a variety of technology applications. This position will assist in supporting students with computer set-up, navigation, and technology issues.

JOB PURPOSE AND RESPONSIBILITY:

This position is designed to allow the intern/student teacher to be intensively trained in all fundamental aspects of teaching and learning. The intern/student teacher will rotate through core practices of teaching in areas such as planning, organizing, presenting instructional lessons and assessment. The Intern/Student Teachers will observe and work with approved cooperating teachers to learn and engage in exemplary teaching practices in action. One primary goal is to observe and assist to further develop the intern/student teacher's knowledge, skills and dispositions in the art of teaching. Considerable judgment, tact, patience, sensitivity, and flexibility are required to interact with all students from varied socioeconomic backgrounds and learning styles. Student Teachers should engage in ongoing professional learning, goal setting, reflection of practice, and application of new learning to increase professional growth and effectiveness as a teacher. Meet routinely with the cooperating teacher and field supervisor for continuous improvement of teaching practices.

ESSENTIAL FUNCTIONS:

- Observe and assist to further develop the intern/student teacher's knowledge, skills and dispositions in the art of teaching.
- Develop the skills to prepare and work with multiple levels of learners to become an effective teacher.

Instructional Practice

- Learn to plan, prepare and deliver effective academic instruction that is explicit, engaging, differentiated, and aligned for diverse student needs, including appropriate student accommodations, and blended learning experiences.
- Learn to plan, prepare and deliver clear, organized lessons, activities, interventions, and extensions, that are aligned to objectives and success criteria, as well as state standards. Demonstrate high academic expectations for all students.
- Use formal and informal assessment methods to measure student understanding and progress. Analyze student data to inform and adjust instruction. Provide ongoing feedback to students.
- Learn to establish systems and structures that create a safe, accessible, and inclusive classroom environment. Create a sense of shared responsibility and behavior expectations.
- Create a classroom climate and culture where students feel safe, free to take risks, accepted and included. Offer diverse learning opportunities that encourage student contributions and collaboration, and a growth mindset.

Professional Growth and Responsibilities

- Engage in ongoing professional learning, goal setting, reflection of practice, and application of new learning to increase student growth. Engage in opportunities to continuously improve.
- Collaborate with EPP, cooperating teachers, staff, students, and families/caregivers in order to improve practice, support students, and increase student success. Accept feedback to improve instructional practice. Contribute to meeting of campus/District goals and expectations.
- Learn to collect and review data. Collaboratively plan, design, and implement effective lessons in alignment to state and local standards. Incorporate diverse resources with attention to individualized learning that addresses the unique needs of students in order to achieve high levels of academic and social-emotional success.
- Communicate effectively with colleagues, students, families/caregivers, and community members to build and maintain positive relationships, promote respect, inclusiveness, and maintain a positive school climate and culture. Communicate with families/caregivers regarding students' academic and social-emotional strengths and areas for growth, through various methods.
- Demonstrate and apply strong content knowledge to enhance student mastery of objectives. Maintain professional expectations of educators which include professional ethics, adherence to state and federal legal code, and District policies. Maintain up to date and accurate records in accordance with EPP and district expectations.
- Provide an exceptional customer experience for all AISD stakeholders with intentional and professional practices that promote a culture of respect.

OTHER DUTIES AS ASSIGNED:

Perform other related duties as assigned; however, all employees are expected to comply with lawful directives in rare situations driven by need where a team effort is required.

PHYSICAL EFFORT AND WORK ENVIRONMENT:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position may involve rare exposure to blood or body fluids. Regular attendance is required for this position.

Tools/Equipment Used: Personal computer and peripherals; standard instructional equipment; [P.E. teachers: automated external defibrillator (AED)]

Posture: Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking

Lifting: Regular light lifting and carrying (less than 15-45 pounds); may lift and move textbooks and classroom equipment. **For Special Ed:** May require regular heavy lifting (45 lbs or more); positioning of students with physical disabilities, control behavior through physical restraint, assist ambulatory students, and lift and move adaptive and classroom equipment

Environment: Work is conducted in a classroom environment depending on course material or activities assigned (vocational material may be taught outdoors or in a machine shop environment, field trips and recess may require activities outdoors).regular exposure to noise, work with interruptions

Mental Demands: Maintain emotional control under stress; complete school day hours in alignment with EPP expectations

PERSONAL WORK RELATIONSHIPS:

Incumbent works under the supervision of the cooperating teacher and Educator Prep site supervisor. Incumbent will have contact with students, in order to provide job related instruction, give guidance, and serve as an appropriate role model. Incumbent will have contact with teachers and principals, in order to receive instructions and feedback, assist in planning, and discuss students' progress/performance. Incumbent may have contact with parents (under guidance of cooperating teacher) in order to discuss students' progress/performance, to listen to questions and concerns.

ADDITIONAL INFORMATION:

Approved Interns and Student Teachers may Substitute teach within Austin ISD and receive a daily rate of pay based on the completed substitute assignment and have met the following criteria:

- *They have completed AISD Substitute Orientation and Student Teacher Orientation.*
- *They have approval from their university/educator prep program.*
- *Substitute teaching is done outside of current program requirements and within their placement timeframe.*
- *All assignments follow district policies and expectations.*
- *Use this link to view the daily substitute rates of daily pay as applicable.*

The Austin Independent School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

I have read & acknowledged the job description above.

Employee Signature:		**Date:**	