Responsibilities of PDS Directors and Coordinators

Communication - displays effective listening and comprehension skills

A PDS Director or Coordinator will:

- Clearly communicate
  - program goals and objectives for the PDS to mentor teachers and building and district administrators
  - PDS goals, objectives, and policies to interns
  - time lines for requires observations, presentations, etc. to interns.

Organization - displays effective organization skills

A PDS Director or Coordinator will:

- Observe and supervise interns during
  - Block 2.
  - the student teaching semester (Block 3), providing student teaching assessment and documentation.

Conferencing - displays effective conferencing skills

A PDS Director or Coordinator will:

- Conduct conferences with interns and mentors on a regular basis.
- Work effectively one-on-one to answer questions about individual interns and/or PDS goals/ objectives.