

TEACHER PORTFOLIOS

While there is no required format for a Teacher Portfolio there are some general guidelines you may want to follow.

PURPOSE

- ☺ Showcase your accomplishments
 - ☺ Target your strengths at a district's/school's needs
 - ☺ Provide prospective employers with evidence of your ability to present information in a clear and creative manner
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WHAT TO INCLUDE tip—be selective

- Table of Contents
- Resume
- Philosophy of Education
- Lesson Plans—These should be unique & effective examples. Select 3 for each district reflecting needs you have researched
- Photos of Class—Explain photographs with brief captions
- Materials from Lessons You Have Taught—Include teacher-made materials (manipulatives, rubrics, games, worksheets) or samples of student work
- Student Evaluations
- Reflections, Inspirational Quotations or Poetry
- Evaluation Forms Completed by Student Teacher Supervisors (Master Teachers)
- List of References
- Letters of Recommendation
- Official Documents—Transcripts, Teacher Certificates, CSET & other certification test scores

HOW TO ORGANIZE IT ALL

THEMATIC—Must relate to needs of school & your strengths

CATEGORICAL—One section for each heading

GENERAL TIPS

- ☺ Refer to your portfolio when answering questions in an interview—allows you to show examples
 - ☺ Your portfolio must be well-organized, neat and visually appealing
 - ☺ The portfolio may be contained in a 3-ring binder or a portfolio case
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The tips above were compiled from Robert Feirsen and Seth Wietzman's [How to Get the Teaching Job You Want](#) (2001). This book – and more information for the teaching candidate can be found in the Career Resource Center, bldg. 124, rm. 117.



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