

Lead Teacher Roles and Responsibilities

General Overview: CASE Institute Instructors must possess a rich understanding of the CASE curriculum they teach and demonstrate solid teaching practice. Lead Teachers model the standard of excellence expected for all CASE teachers. Besides providing instruction to CASE Institute participants, Lead Teachers serve as a resource for these teachers throughout the school year. They may be called upon to develop curricula, instructional support materials, and course assessments or to facilitate ongoing aspects of CASE development.

Lead Teacher Roles and Responsibilities: The following offers an overview of the roles and responsibilities that Lead Teachers fulfill, and is not inclusive of all of the expectations of these individuals.

Professional Development Related:

- Remain current with curriculum updates and revisions
- Remain current with course-related software and equipment updates
- Pilot and submit comments on new programs or curricula when requested
- Work in collaboration with other CASE teachers to develop and implement professional development opportunities

CASE Institute Related:

- Attend all CASE Lead Teacher Orientation sessions
- Be available as a resource for teacher support on NAAE Communities of Practice during the school year
- Work collaboratively with an assigned teaching partner to develop an effective instructional strategy for the specific CASE Institute agreed to teach:
 - Share equally in the preparation of course material for the CASE Institute
 - Share equally in the teaching responsibilities during the CASE Institute
 - Share equally in offering evening enrichment sessions for participants
- Demonstrate in-depth understanding of the full scope and breadth of the specific CASE course curricula
- Treat participants professionally, recognizing individual differences that distinguish one teacher from another, so that instruction can be modified when appropriate
- Have subject area expertise and demonstrate excellent communication and instructional methodology skills
- Create an instructional atmosphere that is conducive to all learners
- Serve as an instructional role model for all CASE teachers