




Candidate Resources

# Creating a Portfolio for Educators

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TOMORROW





Creating a comprehensive and engaging teaching portfolio is a crucial step for starting teachers to demonstrate their capabilities and educational philosophy. Here are some additional do's and don'ts, along with further resources to help you build an effective portfolio.

## Objective:

Demonstrate your educational philosophy, teaching methods, and impact through a well-organized portfolio.



## Components

- **Teaching Philosophy Statement:** Clearly articulate your educational beliefs and objectives.
  - **Lesson Plans and Materials:** Include examples that showcase your planning and execution abilities.
  - **Student Work and Feedback:** Present samples of student projects along with feedback to demonstrate your impact on student learning.
  - **Professional Development:** Document any relevant training or workshops you have attended, highlighting ongoing learning.
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## **Do This:**

- Do organize your portfolio logically and make it easy to navigate.
- Do include reflective statements about what each included item demonstrates about your teaching practice and what you learned from the experience.
- Do ensure your portfolio is accessible in different formats, whether digital or physical, depending on the preference of the hiring school.
- Do update your portfolio regularly as you gain more experience, complete more training, or revise your teaching methods.



## **Don't Include This:**

- Don't overload the portfolio with excessive materials. Choose items that best represent your capabilities and achievements.
- Don't forget to obtain permission if including photos or work of students to respect privacy and confidentiality.
- Don't neglect the design aspect of your portfolio; an appealing layout can make your content more engaging.
- Don't be too modest about your achievements; your portfolio is a place to showcase your strengths and unique qualities as an educator.



## Resources

- **Adobe Portfolio:** Offers tools to create digital portfolios with a professional look, ideal for showcasing multimedia teaching resources.
- **LinkedIn Learning:** Offers courses on portfolio creation and digital presentation, which can be useful for teachers looking to showcase their skills in a modern format.



## Example Portfolio Content:

- **Teaching Philosophy:** A detailed statement that outlines personal educational beliefs and goals.
- **Sample Lesson Plans:** Documented plans that highlight innovative teaching strategies and classroom management.
- **Student Feedback and Work:** A selection of student projects that includes both the original work and the student's reflection on the learning process, as well as the teacher's constructive feedback.
- **Professional Development:** A chronological list of completed workshops and trainings, with certificates or badges if applicable.

**Example:**

**Are there other examples?**

## About the Author

Dr. Jeff L. McCanna is a distinguished educational administrator with significant expertise in human capital management, instructional leadership, and strategic planning. Residing in Spring, Texas, he currently serves as the Officer of Human Capital for Fargo Public Schools in North Dakota, a position he has held since November 2022. In this role, he oversees HR activities, focusing on staffing and retention, and implements effective HR management strategies.

Previously, Dr. McCanna was a Strategic Staffing Coach - Consultant at Texas Tech University's US PREP and Texas Education Association, and Chief of Human Talent at Tomball Independent School District, where he led significant HR initiatives. His career began at Aldine Independent School District, advancing from Principal to Director of Human Resources, where he notably led Parker Intermediate School to five consecutive years of STATE RECOGNIZED status.

Dr. McCanna holds a Doctor of Education from Texas A&M University, a Master's in Education from Stephen F. Austin State University, and a Bachelor of Science in Social Science from Mayville State University. Honored as Administrator of the Year by the State of Texas in 2003 and recipient of multiple awards from Texas A&M University, Dr. McCanna's leadership is pivotal in advancing educational excellence and nurturing potential across educational communities.

**Dr. Jeff L. McCanna**





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