



Office of
Field Experiences

Masters of Arts in Teaching (MAT) Internship Overview

Description:

The Masters of Arts in Teaching (MAT) internship provides an opportunity for teacher candidates to practice pedagogical theory, receive guidance, and develop competencies under the supervision of professionals in the field. A professional university instructor (field supervisor) and experienced school teacher (mentor teacher) form the professional team that supervises and guides the candidate. Due to the COVID-19 pandemic, internship requirements may be completed in a virtual environment. All MAT candidates complete NES/WEST-E in their content area prior to program admission.

Potential schools and mentor teachers may require an interview before they commit to mentoring the candidate. Interviews will be arranged by the Coordinator of Field Experiences.

Mentor teacher compensation and eligibility:

Mentor teachers will receive 30 clock hours and \$500 per year. They must have at least 3 years of certificated teaching experience, preferably in the same endorsement area as the candidate is pursuing.

Mentor teacher expectations (See details in MAT Roles and Expectations, p. 1):

- Planning and Preparation - Meet with teacher candidate regularly to plan and review curriculum; review administrative regulations and routines and discipline plan.
- Teaching the class - Expose candidate to a variety of teaching materials and strategies; assist candidate with development of effective classroom management; observe candidate and offer suggestions for improvement; encourage candidate to become involved in total school program activities.
- Evaluation - Meet with field supervisor regularly; encourage candidate to engage in self-evaluation activities; participate in mid-quarter and final evaluations in collaboration with field supervisor and candidate.

CWU MAT candidate expectations:

- Understand school district policies pertaining to teaching responsibilities (discipline, safety procedures, first aid procedures, use of school equipment, copying, etc.).
- Initiate conversation with mentor teacher to set up the candidate's internship schedule for each week and term.
- Maintain open communication with mentor teacher and field supervisor; check CWU email each weekday.
- Act in a mature, responsible, and professional manner reflecting high professional standards.
- Provide plans to field supervisor and mentor at least 48 hours before observing or teaching lessons.
- Complete activities outlined in appendix A.

University supervisor expectations (See details MAT Roles and Expectations, p. 5):

- Act as a consultant and cooperative resource for mentor teachers and MAT candidates.
- Evaluate and advise on performance and strategies as needed.
- Meet with mentor teacher one to two times per quarter for midterm and final observations.

Supervision:

CWU site supervisor will conduct observations and/or visits. School personnel should complete the [Focus of Concern Form](#) or email Heather.Spalding@cwu.edu if concerns arise.

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APPENDIX A: Masters of Arts in Teaching (MAT) Internship Schedule

Clinical Practice I	Clinical Practice II	Clinical Practice III
<ul style="list-style-type: none"> • Candidate begins observing and assisting the mentor teacher • Candidate begins their internship officially • Candidate works with individual students and small groups • Candidate plans and executes one lesson • Candidate’s teaching is observed by field supervisors • Observes other teachers 	<ul style="list-style-type: none"> • Candidate continues observing and assisting the mentor teacher • Candidate continues full time incrementally increasing work with students and the classroom • Candidate plans and executes one lesson • Candidate’s teaching is observed by field supervisors • Observes other teachers 	<ul style="list-style-type: none"> • Candidate increases classroom responsibilities to fully take over all classroom responsibilities for 6 full weeks • Candidate completes at least 6 consecutive weeks of full time all day teaching • Candidate gradually decreases classroom responsibilities, transitioning responsibilities back to mentor teacher • Completes edTPA • Observes other teachers

Cohort Schedule:

The MAT program commences two cohorts each academic year. Therefore, each cohort begins and ends their internship sequence as follows:

MAT Cohort Type	Clinical Practice I	Clinical Practice II	Clinical Practice III
Summer Cohort	Completed in fall	Completed in winter	Completed in spring
Winter Cohort	Completed in winter	Completed in spring	Completed in fall