# Template: Teaching Portfolio

This template can serve as an outline for cataloguing your educational interests and activities. The size of each section will vary, depending on your particular involvement. Individual schools/departments may choose to add specific content relevant to their programmes and faculty activities.

**Part A – Executive Summary**

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| The sections below are meant to provide assistance in organizing your written statement. The information compiled here is drawn from Part B of the Portfolio |
| Outline your current educational responsibilities. Identify and describe your major educational contributions/roles and describe your involvement in your major educational roles. |
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| Outline your teaching approach/philosophy. This should include career goals with respect to education, how you perceive your strengths as an educator and how you evaluate your progress and the progress of your students and professional development initiatives. |
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| Outline your teaching practice; include examples of how the approach/philosophy has been realized. Describe your professional activities and your plan to augment and strengthen your teaching abilities (especially in relation to any new areas that are of particular interest). |
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| Outline your contributions to teaching. Describe your activities in the development of new initiatives or the revision of old ones. Identify any initiatives you have undertaken to ensure ongoing professional enhancement in education. Explain how these activities have strengthened FHS educational programs. |
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| Provide an overview of your student evaluations. (past 5 years) |
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| Summarize any other pertinent areas of educational activities, not covered above, including mentoring of faculty colleagues. |
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The information noted above should provide you with some general themes to pursue when writing your summary statement and your Candidate’s Statement that is required for formal academic review.

**Part B Supporting Documentation**

The amount and type of supporting documentation included in the dossier is at the discretion of the individual faculty member. The Faculty of Health Sciences suggests that faculty members include all relevant information to assist their Department in completing a full review of their educational contributions.

This supporting documentation should be arranged in a logical manner, usually by category in chronological order.

Suggested categories include:

* Annual educational contributions listings from the Faculty Education Database (STAR)
* Peer reviews and letters of support from colleagues
* Performance reviews and letters of appreciation from educational administrators
* Student Evaluations compiled into table format
* Other materials