Summary of Teaching Department of Pediatrics APT Committee

This template can be used to organize the **Summary of Teaching** document to accompany your dossier for the Duke Department of Pediatrics APT committee. The 'Summary of Teaching' should be viewed as a condensed version of an Educator Portfolio (EP) (link to <u>APA EP example</u>) and provides a structured approach to convey educational accomplishments to the APT committee, thus the Summary of Teaching should be limited to <u>five pages or less</u>. Please only complete categories that are applicable to you and your work; contributions are not expected in every section since career paths in education will vary. Please utilize your Intellectual Development Statement (IDS) to discuss how your teaching contributions have been marked by sustainability, innovation, impact, and scholarly dissemination. Where your work has resulted in scholarship, please remember to include examples within each respective section. Examples of notable scholarship may include but are not limited to: peer-reviewed journal publications, workshops, posters, platform presentations, curricular innovations, peer reviewed commentaries/editorials, digital scholarship (<u>SOM Digital Scholarship Framework</u>), enduring modules, audiovisuals, media appearances and intramural/extramural grant funding. Documentation below as a narrative or table format is acceptable.

BRIEF EDUCATOR PHILOSOPHY STATEMENT (250 words max)

I. TEACHING

- a. Teaching activities (example table format included below)
- b. Teaching Evaluations (please limit to previous 5 years)
 - i. For example, may include annual summary/mean evaluation scores or selected comments that are representative examples of your teaching effectiveness
- c. Learner assessment activities

II. CURRICULUM DEVELOPMENT

- a. Curriculum description
 - i. Please specify if a single conference or series, delivered at a single time point, or repeated/enduring
- b. Curricular Impact
 - i. For example, can include how many learners participated, evaluations of the session, evidence of dissemination, implementation beyond the Department, or publication

III. MENTORING/ADVISING

- a. List your mentees, dates of service, their current position, significant mentee achievements, etc.
- b. List your advisees, current position, significant achievements, advising outcomes

IV. EDUCATIONAL LEADERSHIP/ADMINISTRATION

- a. List formal leadership positions, directorship of course or program, educational committees (provide brief description of committee, differentiate national or regional/local, your role, impact of committee)
- b. List administrative responsibilities in your professional environments

V. OTHER INFORMATION

- a. Professional reviewer/moderator at the regional or national level
- b. Community programs or outreach opportunities
- c. Education awards or nominations
- d. Professional development efforts in education
- e. Duke Ahead engagement (grants, talks, etc.)
- Internal or external grants to fund educational work/projects

An example table format for teaching activities:

Teaching Activity	Dates Taught	Teaching Strategy	Where Taught	Total Teaching	Type of Learner	Number of Learners/	Evaluation process	Evaluation Summary
(title or		and		Hours/Year		Year		
topic)		Context						