**Arts Corps Peer Observation Reflection**

Arts Corps is committed to the growth of our faculty through ongoing professional development and peer observation opportunities. Each faculty member will be paid for up to 1 peer observation per quarter. This includes the class observation time and an addition ½ hour for a reflection conversation with the peer. Observed TAs will also be paid for the ½ hour discussion.

**Before observation:**

1. Check-in with the TA you are going to observe:
   1. make sure they are okay with a guest in their class for the specific session
   2. double check time and location logistics
   3. ask about their goals for the year--what are they interested in getting feedback on
   4. Clarify how they would like you to participate in the class
2. Arrange a time with the TA you are observing to discuss take-aways (this is ideally scheduled directly after the class when ideas are fresh)
3. Notify TA Coordinator (Sumayya) of your observation including TA observed, location, time, date

**After observation:**

1. Fill out this reflection sheet with notes from your debrief with the TA
2. Email completed reflection sheet to TA Coordinator (Sumayya) and cc [programs@artscorps.org](mailto:programs@artscorps.org)
3. Once the completed reflection sheet is received the observation and reflection time will be entered into payroll

**Reflection Questions:**

1. **I chose to observe \_\_\_\_\_\_\_\_\_\_\_ because I was interested in seeing/learning/observing…..**
2. **One take-away I can apply to my own teaching from observing \_\_\_\_\_\_\_\_\_\_ is….**
3. **One suggestion I offered to \_\_\_\_\_\_\_\_\_\_\_ based on their goals was…..**