University of Jyväskylä

**TEACHING PORTFOLIO**

A teaching portfolio is a document supplementing the online application and CV. In the portfolio, you present your teaching and pedagogical ideology, as well as development as a teacher, **from the perspective of the position for which you are applying**. In practice, the portfolio is **a document of two to three pages**, structured according to the guidelines below. If needed, you can supplement the text with a maximum of three samples, specifying the reasons for choosing them. The maximum size of the teaching portfolio is 100 Mb.

Relevant merits Documentation in the portfolio

|  |  |  |
| --- | --- | --- |
| Pedagogical thinking and training | * your own teaching philosophy * pedagogical studies | * a description of your own teaching philosophy |
| Teaching and supervision experience | * practical experience in teaching * teaching positions * practical experience in supervision | * an account of teaching and supervision experience to complement the application * a description of how you have utilised the feedback received on teaching |
| Contribution to teaching | * development of teaching * participation in the planning and evaluation of teaching * development projects related to your own teaching; research on teaching * experience of teaching- related administrative tasks | * a description of pedagogical development work |
| Teaching competence | * trial lectures | * the date of the latest trial lecture (mm/yyyy) * the place of the lecture * the purpose of the lecture * the grade |
| Production of learning materials | * designing and preparing significant materials | * characterisation of your own learning material production |
| Other merits in teaching | * recognitions and awards * national and international teaching-related networks | * significant awards * a description of the networks that are most significant for this position |