Duval Institute of Leadership Studies
Aspiring Leaders
Agenda

Introduction
Minimum requirements to apply to be considered for participation.

Timeline
Course requirements and expectations

Application
Artifacts necessary to apply to Aspiring Leaders

Questions
Clearing any misconceptions regarding course of study.

Aspiring Leaders Application 2019

Below is the full sample application for the Aspiring Leaders Program. This document is for reference only. To apply, please access the online application at the following link:
https://dcpstraining.com/SE/TSID=5V_d9Y5AIGvJCMDuRQ_JFE=0

Program Qualifications:
Please be aware that the Aspiring Leaders Program has the following qualifications:

- Applicants must have a Master's Degree conferred by June 1, 2019
- Applicants must have at least 3 years of teaching experience
- Applicants do not qualify if their Master's Degree program was in Educational Leadership or if applicant has an Educational Leadership Certification on their teaching certificate.

If applicants have a Master’s Degree in Educational Leadership and have passed the FELE OR have an Educational Leadership certification on their teaching certificate, they qualify to screen for Assistant Principal. Please contact Human Resources at 390-2019 to request placement on the screening list.

Aspiring Leaders Application

Welcome to the Aspiring Leaders Application. Before continuing, please ensure that you have gathered all necessary information to complete the application. For required artifacts and essay statements, please visit:
Applicant Requirements & Expectations

**Experience**
A minimum of 3 years successful teaching experience as well as evidence of leadership.

**Achievement**
Two consecutive years of Effective or Highly Effective ratings on CAST summative evaluations.

**Recommendations**
One LOR must come from direct supervisor. One LOR can come from an administrator of choice.

**Quality**
Quality and completeness of responses and uploads.
Timeline of Application Process

April 2: Optional Information Workshop
April 15: Aspiring Leaders Application Deadline, 5pm
April 25: Administrator Letter of Recommendation Deadline
May 24: Notification of Application Status
May 29: Face to Face Interviews
June 25: Notice of Program Status
Sept. 24: Program Start Date
May 14: Program End Date
Application Requirements

• Incomplete applications will not proceed beyond Level I screening

Profile
Please be accurate as your profile is personalized.

Data
Discuss from start to finish, using data, to explain the impact you have on student achievement.

Statement
In your leadership statement, sell yourself and be explicit. This is your time to shine!

Portfolio
Resume
Certificate
Evaluations
FELE results
How Do You Verify Your Application Before Submitting?

### Applicant Review
Please review all elements of the application below to ensure all information is accurate before submission.

<table>
<thead>
<tr>
<th>Commitments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you agree to the commitment of the Aspiring Leaders Program?</td>
</tr>
<tr>
<td>I understand that excessive absences will lead to dismissal from the program.</td>
</tr>
</tbody>
</table>

### About the Candidate
- Years of teaching experience: APPLICANT RESPONSE
- Do you have a Master’s Degree? APPLICANT RESPONSE
- Employee ID: APPLICANT RESPONSE
- First Name: APPLICANT RESPONSE
- Middle Initial: APPLICANT RESPONSE
- Last Name: APPLICANT RESPONSE
- School/Department: APPLICANT RESPONSE
- Email: APPLICANT RESPONSE
- Phone Number: APPLICANT RESPONSE
- Current Position: APPLICANT RESPONSE
- Master’s Program: APPLICANT RESPONSE
- Educational Leadership Certification: APPLICANT RESPONSE
- Passed FINS: APPLICANT RESPONSE
- Date passed FELS: APPLICANT RESPONSE

### Teaching
- Instructional Leadership Statement: APPLICANT RESPONSE
- Data Statement: APPLICANT RESPONSE

### Portfolio
- Resume: APPLICANT RESPONSE
- Teaching Certificate: APPLICANT RESPONSE
- 2018-19 Summative Evaluation: APPLICANT RESPONSE
- 2017-18 Mid-Year Evaluation: APPLICANT RESPONSE
- FELS Scores: APPLICANT RESPONSE

### Administrator Recommendations
- Direct Supervisor: APPLICANT RESPONSE
- Supervisor of Choice: APPLICANT RESPONSE

I verify all information above is accurate.

[ ] Yes
[ ] No
Aspiring Leaders Course Calendar

Location: TBD – 3 School Sites

- July 31, 2019 – full day shadowing
- September 24, 2019; 1-5pm
- October 29, 2019; 1-5pm
- November 12, 2019; 1-5pm
- December 18, 2019; 1-5pm
- January 28, 2020; 1-5pm
- February 11, 2020; 5-8pm
- February 25, 2020; 1-5pm
- March 17, 2020; 5-8pm
- April 7, 2020; 5-8pm
- April 28, 2020; 1-5pm
- May 18, 2020; 1-5pm

2 additional days of Principal Shadowing
Questions?