

ASPIRING PRINCIPALS' WORKSHOP

**MARKETING YOURSELF: A WORKSHOP FOR
ASPIRING PRINCIPALS**

WHEN: January 29, 2009

WHERE: Mount Zion Church – 1634 19th Ave.

TIME: 4:30-7:30 PM

TOPICS

1. Preparing An Effective Resume and Letter of Application
2. The Portfolio
3. Do's & Don't of the Interview
4. A Day in The Life of An Administrator (Good, Bad, and Ugly)
5. Mock Interviews

COURSE DESCRIPTION

The Seattle Alliance of Black School Educators' goal is to see more diversity in our leadership ranks if we are to model hope and achievement to our diverse student populations. Thanks to Seattle Public Schools for assisting us in making this initiative successful in the past and we look forward to their continued support in the future. This program is for individuals with an interest in and an aptitude for leadership roles as principals and assistant principals. All Interns are encouraged to participate in this workshop. While this workshop is for all persons who aspire to become school administrators, special emphases are placed on all ethnic groups.

Individuals will undergo an extensive preparation for educational leadership to include interviewing techniques, preparing an effective resume, letter of application, and contents of an effective portfolio.

OUTCOMES

- Obtain skills for an effective interview
- Prepare an effective resume and letter of application
- Develop a portfolio.
- Participants will be able to make a decision if educational leadership is the right field for them.

Clock hours available **Contacts:** bettyhg@msn.com & stmurray@seattleschools.org