

21st Century School Administrator Skills Program

Program Overview

The *21st Century School Administrator Skills (SAS) Program* is designed to help new and potential school administrators build skills essential for their success.

It utilizes state-of-the-art development techniques to help new and potential school leaders develop the skills identified in the National Association of Secondary School Principals' assessment program *Selecting & Developing the 21st Century Principal* and the standards endorsed by the Interstate School Leaders Licensure Consortium (ISLLC).

21st Century SAS, a three-day program, provides a safe environment for new and potential school administrators to practice skills and receive feedback essential for their professional development.

Program Components

Part I. Pre-Seminar Activities

- Completion of self and peer surveys based on ISLLC dispositions
- Readings in instructional leadership, supervision, and management oriented to the beginning principal
- Completion of a needs analysis based on NASSP assessment and ISLLC standards and skills
- Identification of development needs

Part II. Seminar

- **Orientation**
Clarification of the essential skills and key behaviors; goal setting for the simulation; practice with skills performance and feedback; and an opportunity to plan for the simulation
- **Simulation**
A one-day school district simulation in which participants play leadership roles and deal with situations that typically occur in schools
- **Feedback**
Participants collect extensive information regarding their performance in the simulation through self-evaluation and from peers.
- **Development Plan**
Participants work through a process to establish goals and develop an action plan to accomplish those goals within the context of their present job responsibilities.

Program Components (cont.)

Part III. Fifteen-Week Practice Period

- **On-the-Job Experience**

Participants spend 15 weeks in their job working on an individually designed development plan with the continuing support and counsel of peer coaches.

Part IV. One-Day Follow-Up Seminar

- **Progress Reports**

The participants share their experiences and accomplishments with each other for review and feedback.

- **Future Development**

Participants work with their peer coaches to update their goals and development plans.

Anticipated Program Outcomes

Participants experience professional growth through a comprehensive program design and proven adult development practices that include:

- Personalized needs assessment
 - A 360 assessment
 - A "safe" job-like learning environment
 - Analysis of eight critical leadership skills
 - Extensive performance feedback
 - Clarification of goals
 - System for monitoring administrative skill development
 - Peer support
 - Long-term follow-up
 - A continuing self-directed career development process
 - Increased self-confidence
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