

Manitoba Association of School Superintendents
Field Led Course Application FLC 5-17

The Brandon School Division will be offering the new MASS Certificate in School Leadership Preparation Program from January 2017 – December 2017.

The purpose of this program is to provide a School Leadership Program or those interested in becoming future school principals, vice-principals, specialists, and resource teachers and to encourage interested staff to engage in learning opportunities; exploring several different aspects of leadership and administration.

This program is to be completed over one-year period (January 2017-December 2017). The program will be comprised of twenty - 2 hour sessions. The sessions will take place from January 2017 to December 2017, every first and third Tuesday of the month, from 6:00 – 8:00 pm.

The program can be applied to a Master of Education credit at Brandon University and to the PBDE programs at other Universities. The participant must be registered in a graduate program or in a PBDE program before the course begins for it to be considered for credit. Once accepted into a graduate or PBDE program, some universities require the participant to apply for a Letter of Permission prior to taking the course, as it is considered an external credit.

The program will accept 24 participants, of which 25% (8 participants) of that number will be held for external participants up to November 1st, after which spots may be reassigned to internal candidates

Application Process:

As this course is part of an open PBDE, Brandon School Division will ensure fair access, to both internal and external candidates. The application form is due November 1st, 2016. Candidates will be notified by posting the information to a central site – this will be done by the MASS Instructor of Record once the course is approved by MASS to proceed. Application process will be posted on the Brandon School Division website.

Criteria

Criteria for determining access will include:

- Minimum 3 years of successful teaching experience
- Current level of leadership involvement - e.g. Principal, VP, Acting Principal, Dept. Head, Lead Teacher, Teaching Coach, etc.
- Divisional Leadership
- School Leadership
- Length of tenure with the division or within the region

**MASS Leadership Course
Application Form**

Name: _____

Date: _____

Current Position: _____

Division: _____

Number of years of teaching experience: _____

Teaching, Administrative or Related Experience (Grade, School, Years):

➤ Example: Grade 5/6, Waverly Park School, BSD, Sept 2012 – June 2016

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

List below any divisional leadership opportunities you have engaged in:

➤ Example: Personalized Learning Committee, 2015/16, BSD

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

List below any school leadership opportunities you have engaged in:

➤ Example: Youth Revolution Staff Rep., Kirkcaldy Heights, Sept 2015 – June 2016

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

References (Name, Position, Phone #):

1. _____

2. _____

3. _____

Please explain your reason for taking the course.

Do you plan on using this course for a PBDE field credit? Yes No

Are you currently enrolled in a graduate studies program? Yes No

If yes to the above question, please circle the field below

Curriculum Educational Administration Counselling

Special Education Other _____

Please submit application to Juanita Szteina, Senior Management Executive Secretary, by email at szteina.juanita@bsd.ca

For inquiries regarding the MASS Certificate in School Leadership please contact:

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Blaine Aston
Principal, Betty Gibson School
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MASS Field Led Course Information Session
When: Tuesday, September 27, 2016
Location: Kirkcaldy Heights School
Time: 6:00 pm – 7:00 pm