



LEAD HEB - *Leadership Exploration And Development*

Purpose:

The District's goal in succession planning is to develop leaders who are ready to serve in a wide range of leadership positions at the campus and central office level. Selected participants will explore the concepts, commitment, culture, and opportunities for leadership in HEB ISD and develop the foundation necessary to determine and pursue a career path aligned with their professional goals.

Applicant Qualifications:

- HEB ISD employees in professional positions
- Completed Master's Degree related to area of desired educational leadership (preferred)
- Degree alternatives are acceptable in non-instructional professional positions (i.e. Information Services, Technology, Auxiliary, and Business Operations)
- Demonstration of a systems approach to continuous improvement

Advantages of Participation:

- Participants will have the opportunity to interact with leaders throughout the District.
- Participants will look at a broad range of leadership opportunities within the District and make informed decisions about career interests.
- Participants will demonstrate growth in the area of leadership that can be applied to current and future positions.
- Participants will be considered as strong internal candidates for assistant principal vacancies and select administrative positions at the central office level.
- Participants can apply knowledge and experiences to gain a competitive edge in career opportunities.

Program Design:

- The curriculum for this two-year program is based on the HEB ISD Leadership Behaviors and is structured around a leadership ladder model, which includes leading self; leading others; leading groups; and leading an organization.
- Participants in this two-year program will be involved in approximately 20 hours of engaging leadership experiences per school year (four to five sessions lasting three to four hours each).
- Sessions will be held at 4:15 p.m. on selected weeknights and at 8:15 a.m. on occasional Saturdays. Employees should consider this time commitment relative to other commitments and responsibilities (i.e. graduate school).

- In addition to professional reading, some preparation and reflection work will need to be completed outside of the scheduled sessions. This should not exceed two hours, on average, per session.
- LEAD HEB will allow participants to explore their own strengths as a leader; learn how those strengths can be leveraged when working with teams; identify areas for personal growth; learn more about a broad range of leadership opportunities available in HEB ISD; and become aware of leadership expectations in an organization that utilizes a systems approach to continuous improvement.
- Participants will examine competencies necessary for leadership roles in both instructional and non-instructional areas.
- Sample activities include: case studies; participation in engaging activities that involve District and national experts; personal coaching sessions; and opportunities to learn leadership concepts from peers and session leaders that can be applied in current positions.

Application Process:

- Application Window: February 9, 2018 – March 5, 2018
- Applicants will submit the following documents:
 - I. **Applicant Profile**
 - Accessible on District website [[www.hebisd.edu/HumanResources/HR Documents/LEAD HEB](http://www.hebisd.edu/HumanResources/HRDocuments/LEADHEB)]
 - II. **Copy of most recent completed CI Rubric** (Classroom, Campus, or Department)
 - CI Rubric is completed annually as a self-assessment
 - III. **Resume**

The format of the resume should include the categories below in the following order:

 - *Objective Statement*
 - What applicant hopes to gain from participation in the program and
 - Desired leadership path, if determined
 - *Education and/or Training*
 - *Certifications and/or Licenses* (completed and/or pending)
 - *Relevant Work History*
 - *Past and Current Leadership Experiences*
 - *Work-Related Contributions Beyond Primary Assignment*
- Documents are to be submitted electronically to:
 - Elementary employees- SoniaCardenas@hebisd.edu
 - Secondary/Central Administration employees- IreneGarcia@hebisd.edu
 - Auxiliary Services employees- ChristopherHill@hebisd.edu

Notification:

- Applicants not selected for an interview will be notified no later than March 26, 2018.
- Interviews will be held on Saturday, April 7, 2018.
- Interviewed applicants will be notified of outcome no later than April 16, 2018.