



SECONDARY SCHOOL-BASED LEADERSHIP APPLICATION FORM

School-based leadership appointments are normally assigned for a three or four year period, subject to annual review.

Candidates are advised that transfer to another school in the district may be required.

PLEASE PRINT CLEARLY

NAME: _____ DATE OF APPLICATION: _____

CURRENT SCHOOL: _____ POSTION APPLIED FOR: _____

EDUCATIONAL BACKGROUND

List degrees, diplomas, certificates and course work relevant to the position to which you have applied. Begin with the most recent and list in reverse chronological order to high school graduation.

INSTITUTION	DEGREE/ CERTIFICATE/ COURSE	YEAR

PROFESSIONAL EXPERIENCE

List professional experience in reverse chronological order.

POSITION	SCHOOL	DATES

PROFESSIONAL GROWTH

List specific professional growth activities.

Professional Development Taken: _____

Professional Development Presented: _____

Professional Affiliations: _____

LEADERSHIP

List activities and roles that you have undertaken which demonstrate your leadership ability, both educational and in the community.

PROFESSIONAL PROSPECTIVE

Attach a one-page summary of your personal philosophy towards education as it relates to the leadership position you are seeking. Include any projects, achievements or major areas of study which you consider to be significant in preparing you for this position. Also include a description of your beliefs, vision and goals – both school-based and district-wide – as they pertain to this position and its responsibilities.

LETTERS OF REFERENCE

Whenever possible, letters of reference should comment on the applicant’s ability to provide effective professional leadership, ability to communicate and work effectively with others, standard of teaching competence and knowledge of the relevant subject area.

CANDIDATES SHALL ARRANGE FOR A MINIMUM OF THREE (3) CURRENT LETTERS OF REFERENCE (from within the past year and must include at least one (1) administrator with whom you have recently worked) to be forwarded under separate cover to:

LEADERSHIP APPLICATIONS
Human Resources
School District #41 - Burnaby
5325 Kincaid Street
Burnaby, B.C. V5G 1W2
applications@sd41.bc.ca

I understand and accept that appointment to a school-based leadership position may require transfer to another school in the district.

Signature	Date
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