

CMS ASPIRING LEADERS PROGRAM

Application Letter

Dear TFA Teacher:

On behalf of Charlotte-Mecklenburg Schools and Teach For America, thank you for your commitment to the students in our district.

As you consider your future and begin to make career decisions, we would like to share an exciting opportunity in CMS. In partnership with TFA, CMS has an **Aspiring Leaders Program (ALP)**. ALP provides high-potential teachers the opportunity to explore executive-level careers in CMS. Teachers participating in the program will have the opportunity for leadership development through executive mentoring, career shadowing, stretch projects and formal leadership training. ALP is a yearlong program with a seven-week summer fellowship. Areas for shadowing opportunities may include the superintendent's office, zone superintendents, curriculum and instruction, budget and finance, communications, accountability, auxiliary services, information technology, student support, human resources and planning and facilities. Our goal is to develop aspiring leaders with strong interest in continuing their careers in CMS.

Summer Term	School Year
<ul style="list-style-type: none">• June 17 –Aug. 2 --Summer Program• \$5,000 stipend for summer program fellowship• Mentoring, leadership development, and coaching by CMS executives• Two weeks of full-time job shadowing• Opportunities to shadow the superintendent• Completion of a short-term change project• Participation in mentor's leadership team• Participation in leadership workshops and seminars	<ul style="list-style-type: none">• During the school year, Aspiring Leaders take on a school-wide leadership role or project (i.e. leading a committee or school-wide initiative)• Executive mentors provide ongoing support for Aspiring Leaders' individualized leadership development plans• Participation in leadership workshops and seminars

To be eligible to apply, you must be an early entry TFA teacher with one to two years of teaching experience. In addition, you must have strong recommendations from both your principal and a TFA staff member.

Enclosed you will find additional details and an application to the Aspiring Leaders Program. The application deadline is **Friday, Feb. 15**. We hope you will consider applying for this exciting opportunity.

Sincerely,

Heath Morrison
Superintendent

Tim Hurley
Executive Director, Teach For America

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Application and Admissions Process

To apply, please submit the following:

- A current resume (no more than two pages)
- Essay response (see questions below)
- Principal recommendation (use attached form and return in a signature-sealed envelope)
- TFA staff recommendation (use attached form and return in a signature-sealed envelope)

Mail your complete application packet by **Friday, Feb. 15** to:

**Rashidah Lopez Morgan
Charlotte-Mecklenburg Schools
1901 Herbert Spaugh Lane
Charlotte, NC 28208
Courier # 871**

Finalists selected for interviews will be notified by Feb. 25. Upon completion of the interview process, admission notification will be sent by March 15. *These dates are tentative and are subject to change.* If you have questions or require additional information, please contact:

Rashidah Lopez Morgan	(980) 344-0004	rashidahl.morgan@cms.k12.nc.us
Kathleen Lynch	(980) 343-1150	kathleenl.lynch@cms.k12.nc.us

ESSAY QUESTIONS

Please provide a brief essay response to **one** of the following questions:

1. Describe a career or academic accomplishment of which you are most proud.
2. Describe a challenge you faced in your role as a teacher and how you worked to overcome it.
3. What interests you most about the Aspiring Leaders Program? Why do you believe this program is a good match for your skills, career goals and interests?

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Principal Recommendation Form

This form must be submitted in a sealed envelope, signed by the applicant's principal.

APPLICANT INFORMATION *(Completed by applicant)*

Last First Middle Initial

Home Address City State Zip

Primary Phone Email

The following sections should be completed by the recommender.

PRINCIPAL INFORMATION

Name

School

Email Address

Phone Number

PERFORMANCE AND LEADERSHIP *(Please rate the applicant in the following areas.)*

Performance/Competencies	Low/Weak			High/Strong
Classroom performance	1	2	3	4
Commitment to ALL students' success	1	2	3	4
Judgment/decision making	1	2	3	4
Involvement in school improvement efforts	1	2	3	4
Ability to solve problems and to handle challenging situations	1	2	3	4
Reliability	1	2	3	4
Leadership and initiative	1	2	3	4

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TFA Staff Recommendation Form

This form must be submitted in a sealed envelope, signed by a member of the TFA staff.

APPLICANT INFORMATION *(Completed by applicant)*

Last First Middle Initial

Home Address City State Zip

Primary Phone Email

The following sections should be completed by the recommender.

TFA STAFF INFORMATION

Name

Position

Email Address

Phone Number

PERFORMANCE AND LEADERSHIP *(Please rate the applicant in the following areas.)*

Performance/Competencies	Low/Weak			High/Strong
Classroom performance	1	2	3	4
Commitment to ALL students' success	1	2	3	4
Judgment/decision making	1	2	3	4
Involvement in school improvement efforts	1	2	3	4
Ability to solve problems and to handle challenging situations	1	2	3	4
Reliability	1	2	3	4
Leadership and initiative	1	2	3	4

