Part-time Adjunct Staff Position
Co-Directors, Emerging Leaders Institute

NYSAIS is seeking two educational leaders to co-lead its Emerging Leaders Institute (ELI). Now in its fifth 2-year cohort, we are looking for a new partnership to shadow current co-leaders, Marcy Mann and George Swain, in 2020-21, with a goal to move forward to create and lead the sixth cohort in 2021-23.

ELI is a two-year course of study, during which emerging leaders from NYSAIS schools become members of a dynamic cohort, work alongside experienced school leaders, and develop a customized program to meet their own personal goals and objectives. In addition to the residential components, cohort members participate in an online community that involves social networking, webinars on specific topics and shared readings. The online community is an ongoing resource for participants with periodic scheduled meetings and required assignments. During the second year, cohort members work on individual projects related to their personal goals and areas of interest. NYSAIS is interested in increasing the number of women and people of color in educational leadership positions and encourages their application to this program.

Desired qualities:
- Experience with adult education and supervision of teachers
- Experience and comfort with 21st-century learning tools, including social networking
- Significant independent school leadership experience
- Two-year commitment
• Experience in diversity, equity, and inclusion work
• Experience with early childhood and elementary education a plus

Role and responsibilities:
• Participate in all residential, face-to-face and virtual meetings
• Contribute as a vital member of the leadership program planning team
• Focus on issues of diversity, equity, and inclusion work
• Design and refine leadership curriculum

Tasks:
• Assemble admissions team who reviews applications and designates new cohort
• Plan curriculum and program for:
  ○ 3 residential retreats over two years
  ○ NYSAIS Assistant Heads/Division Heads conference pre-session in year 1
  ○ 1 full-day session held in NYC in year 2
• Coach and oversee independent projects of cohort members
• Organize and attend monthly Zoom meetings with cohort
• Mentor cohort members throughout this 2-year institute

Interested candidates should send a cover letter and resumé to eli@nysais.org by February 28, 2020.