LEA APPEL Leadership Team

Team members may be specific individuals or specific designees in your LEA (i.e., HR director, principal, etc.). Multiple roles may be assigned to one leadership team member. Please review the suggested leadership titles and their roles/responsibilities and qualifications/skills. *Feel free to fill out and include the chart (page 3) with your application as an appendix item.*

Leadership Title	*Role/Responsibility and Qualifications/Skills*
Program Director Project management, organization, leadership, trainer, communicator	**Role:** Point of contact, directs all elements of the program, communicates with administration, personnel and candidate, ensures personnel training, schedules candidate progress meetings, controls documents/records. **Preferred Qualifications:** Level 2/Professional License with years of experience, administrative license, school or district-level leadership experience
Transcript Reviewer Attention to detail, communication	**Role:** Reviews candidate transcripts for content and pedagogy coursework, consulting with Pedagogy Consultant and Content Consultants as needed. **Preferred Qualifications:** Bachelor's degree, licensed educator
Pedagogy Consultant Expert in the field of education	**Role:** Reviews transcripts and PLPs for pedagogical soundness. **Preferred Qualifications:** Level 2 or Professional License, instructional coach, experience as a mentor, conducting professional learning, etc.
Content Consultants Expert in the appropriate content area/discipline	**Role:** Reviews transcripts and PLPs for content-specific soundness. **Preferred Qualifications:** Level 2 or Professional License, content specialist, experience with standards implementation, mentoring content educators
Plan Writer Organization, communication, attention to detail	**Role:** After transcript review, and upon consultation with other team members, writes up the candidate's Professional License Plan. **Preferred Qualifications:** basic computer literacy

Clinical Experience Coordinator Communication, management, mentoring skills, modeling correct practice	**Role:** Selects, trains, and monitors preparation program mentor-educators and coordinates candidate fieldwork experiences such as scheduling substitutes, arranging observations, and supporting candidate needs. **Preferred Qualifications:** Level 2 or Professional License, prior Mentor experience; school or district-level leadership, prior work with pre-service teacher or university EPP
Pedagogical Performance Assessment Specialist Communication, modeling correct practice, organization, support	**Role:** Trained by PPA provider, prepares candidates for and supports candidates through the performance assessment process **Preferred Qualifications:** Level 2 or Professional License, prior mentor experience, taken the PPA themselves or completed NBCT portfolio
Progress Monitor Organization, communication	**Role:** Tracks PLPs, collects appropriate evidence, and ensures candidates are progressing through their plan and appropriately supported. **Preferred Qualifications:** experience in an educational setting, mentor experience, job coach experience

APPEL LEA Leadership Team

LEA Name: _____	
Leadership Title	*Role/Responsibility and Qualifications/Skills*
Program Director Project management, organization, leadership, trainer, communicator	**Name:** **E-mail:** **Phone:**
Transcript Reviewer Attention to detail, communication	**Name:** **E-mail:** **Phone:**
Pedagogy Consultant Expert in the field of education	**Name:** **E-mail:** **Phone:**
Content Consultants Expert in the appropriate content area/discipline	**Name:** **E-mail:** **Phone:**
Plan Writer Organization, communication, attention to detail	**Name:** **E-mail:** **Phone:**
Clinical Experience Coordinator Communication, management, mentoring skills, modeling correct practice	**Name:** **E-mail:** **Phone:**
Pedagogical Performance Assessment Specialist Communication, modeling correct practice, organization, support	**Name:** **E-mail:** **Phone:**
Progress Monitor Organization, communication	**Name:** **E-mail:** **Phone:**