



## Executive Coaching: A Leadership Program for New Administrators

Last fall, the Curriculum Center and the Center for Educational Leadership initiated a new service, Executive Coaching for Administrators. In its first year, the program was utilized by a number of districts. For 08/09, the program has been revised to support the specific needs of administrators during the first 3 years in their new position. The program utilizes exemplary educational leaders trained in the coaching process to work with school administrators who seek growth in their professional lives. Using the process of inquiry and personal discovery, the coach supports and provides feedback to the administrator about the goal(s) he/she wishes to focus on. The coaching process helps the administrator (coachee) attain professional goals faster and with more ease than would be possible otherwise. All coaching sessions are scheduled at mutually convenient times and the contents of the coaching sessions are confidential.

The service can be accessed in two ways:

- Districts can identify new administrators who would benefit from the service and
- New administrators may choose to enroll themselves.

The coach will be paired with the administrator enrolled in the program to work together during the year to help achieve identified goal(s). Contact will include 10 regularly-scheduled meetings, in addition to ongoing conversations. Based on the coachee's current position, an executive coach having relevant job experience and skills will be selected. Executive coaches are active listeners, compassionate, trustworthy and focused on results for his/her coachee.

Administrators (coachees) using this service should be motivated to work with a coach, open to new ideas, and want to grow professionally. Most importantly, administrators must want to make a greater impact and become even better at what they do in order to strengthen their schools or districts.

Please consider participating in Executive Coaching as part of your professional growth plan in 2008/2009.

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*District*

*Contact Person*

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*Name of Administrator to be coached (coachee)*

*Position*

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*Phone*

*Email Address*

**Cost: \$2,600/per coachee**

Return this registration form with one of the following methods of payment:

- A purchase order authorizing billing by Putnam/Northern Westchester BOCES (Please do not send a district check)
- The signature of the Business Manager authorizing the amendment of the district's 2008-2009 CO-SER (504) agreement with P/NW BOCES in the amount of \$2,600.

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Signature of Business Manager

Date

If you are from a district outside the P/NW BOCES region, please call the Curriculum Center at (914) 248-2338. We will send you a cross contract form to be filled out by your Superintendent and local BOCES.

Please send registration form to: Gina Pullissio, Curriculum Center, 200 BOCES Drive, Yorktown Heights, NY 10598 or fax to (914) 248-2390.